

# Fiscal Year 2017 Budget Request

Office of the Secretary of State



Jason Kander  
Secretary of State



## Table of Contents

	Page		Page
<b>BUDGET SUMMARY REPORTS</b>		<b>RECORDS SERVICES PROGRAMS</b>	
Table of Contents	1	Federal Grants Core	113
Department Overview Paragraph	2	Federal Grants Program Description	117
Auditor's Reports	3	Local Records Preservation Grants Core	120
		Local Records Preservation Grants Program Description	124
		Document Preservation Core	127
<b>OPERATING BUDGET</b>		Document Preservation Program Description	133
All Division Core	5	MO State Archives - St. Louis Records Center Core	129
Flexibility Request Form	8	MO State Archives - St. Louis Records Center Program Description	135
Administrative Services Program Description	15		
Executive Services Program Description	17	<b>LIBRARY SERVICES</b>	
Elections Program Description	19	State Aid Core	138
Record Services Program Description	21	State Aid Program Description	142
Administrative Rules/Legal Program Description	24	REAL Core	146
Securities Program Description	26	REAL Program Description	150
Business Services Program Description	28	Federal Aid for Public Libraries Core	155
Information Technology Program Description	30	Federal Aid for Public Libraries Program Description	159
Library Services Program Description	32	Library Networking Fund Core	163
Wolfner Library Program Description	36	Library Networking Fund Program Description	167
		Library Networking Fund Transfer Core	170
<b>GRANTS &amp; PROJECTS/REFUNDS/RESTITUTION</b>		Library Networking Fund Transfer Program Description	174
Grants & Projects Core	40	Library Networking Increase New Decision Item	176
Grants & Projects Program Description	44	Library Networking Transfer Increase New Decision Item	181
Refunds Core	47		
Refunds Program Description	51		
Investor Restitution Core	54		
Investor Restitution Program Description	58		
<b>ELECTIONS DISTRIBUTIONS</b>			
Election Public Notice Core	61		
Elections Public Notice Program Description	65		
Elections Public Notice New Decision Item	67		
Elections Absentee Ballots Core	72		
Elections Absentee Ballots Program Description	76		
Elections Absentee Ballots New Decision Item	78		
Federal Election Reform Core	83		
Federal Election Reform Program Description	87		
Election Costs Transfer Core	90		
Election Costs Transfer Program Description	94		
Special Election Costs Core	97		
Special Election Costs Program Description	101		
Election Administration Improvement Transfer Core	106		
Election Administration Improvement Transfer Program Description	110		

## SECRETARY OF STATE'S OFFICE

The major divisions within the Secretary of State's office are: Administrative Rules, Business Services, Elections, Fiscal and Facilities, Information Technology, Records Services, Securities, and State Library.

The Administrative Rules Division publishes proposed rules and emergency rules in the Missouri Register. An agency may file an emergency rule if the agency finds an immediate danger to the public health, safety or welfare requiring emergency action or if the emergency rule is necessary to preserve a compelling governmental interest that requires an early effective date. The Division also publishes final rules monthly in the Code of State Regulations.

The Business Services Division has three sections: Commissions, Corporations and Uniform Commercial Code. The Secretary of State commissions notaries public, a process which is overseen by the Commissions section. The Commissions section certifies notaries for foreign documents, elected officials and the State Registrar of Vital Statistics. The unit authenticates official acts of the Governor and maintains bonds and oaths of office for state officials. The Secretary of State is responsible for the registration of all Missouri and out-of-state business entities doing business in Missouri. These entities include for profit and nonprofit corporations, and specialized business. The Secretary of State's office is the centralized office for the perfecting of personal property liens and other creditor interests under the Uniform Commercial Code (UCC). The Business Services Division also registers trademarks and service marks and keeps a registry of all marks. The division oversees the *Safe at Home* address confidentiality program that helps protect survivors of domestic violence, rape, sexual assault or stalking through the use of a designated address.

The Elections Division oversees all statewide elections, for both candidates and issues, which are run at the local level by Missouri's 116 local election authorities (county clerks or election boards). Missouri has more than four million registered voters, and in the 2012 November general election, 2.7 million voters went to the polls. Candidates for the six constitutional state offices, U.S. Congress, the General Assembly, and circuit judges not covered by the non-partisan court plan, file for election with the Secretary of State. The Secretary of State also certifies statewide ballot measures that are proposed by the General Assembly or through the initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

The Fiscal and Facilities Division provides fiscal, budget, procurement, facilities management support, and general office services to the Secretary of State's office.

The Information Technology Service Division is responsible for developing, maintaining, and monitoring the information systems within the Secretary of State's office to ensure information is functional, accessible, and secured for use by the Secretary of State's office, other state departments, counties and the general public.

The Records Services Division has three sections: Missouri State Archives, Local Records and Records Management. It is responsible for managing both current and historical records of the state to ensure those records are accessible to Missouri citizens. It is also responsible for assisting local governments in records preservation and management. The Records Services Division, in conjunction with the Missouri State Library, oversees MissouriDigitalHeritage.com, a statewide program to expand historical information accessible on the Internet.

The Securities Division is responsible for protecting Missouri investors from fraud and for ensuring that firms and individuals that sell securities comply with the securities laws in the state. The division enforces the Missouri Securities Act of 2003. The division is organized into three sections: investor education, enforcement, and registration. The Securities Division also oversees the Missouri Investor Protection Center, which creates and promotes investor education initiatives designed to educate and assist both current and future investors.

The Missouri State Library provides library and reference services to Missouri state government, provides library services to the blind and physically disabled, and promotes the development and improvement of library services for citizens throughout the state. The Library Development section supports libraries through consulting, administration of grant programs, continuing education and statewide programs to improve the quality of library service for all Missouri citizens. The Reference Services section delivers library services, including access to research databases, to meet the needs of state government. Wolfner Talking Book and Braille Library serves as the public library for Missourians unable to use standard print because of a visual or physical disability.

Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Office of the Secretary of State July 1, 2010 to January 14, 2013	Audit	03/2013	<a href="http://www.auditor.mo.gov/press/2013-023.pdf">http://www.auditor.mo.gov/press/2013-023.pdf</a>



# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
<b>PERSONAL SERVICES</b>								
GENERAL REVENUE	7,471,139	188.40	7,511,529	205.76	7,456,529	205.76	0	0.00
ELECTION ADMIN IMPROVEMENT	256,857	5.69	273,249	6.00	273,249	6.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	198,108	6.25	249,085	6.80	249,085	6.80	0	0.00
SEC OF ST TECHNOLOGY TRUST	282,755	5.82	368,644	8.00	368,644	8.00	0	0.00
LOCAL RECORDS PRESERVATION	576,322	14.51	1,009,843	25.24	1,009,843	25.24	0	0.00
INVESTOR EDUC & PROTECTION	430,407	8.72	779,649	17.50	779,649	17.50	0	0.00
TOTAL - PS	9,215,588	229.39	10,191,999	269.30	10,136,999	269.30	0	0.00
<b>EXPENSE &amp; EQUIPMENT</b>								
GENERAL REVENUE	1,521,462	0.00	1,413,508	0.00	1,413,508	0.00	0	0.00
SEC OF STATE-FEDERAL FUNDS	56,602	0.00	227,574	0.00	227,574	0.00	0	0.00
SEC OF ST TECHNOLOGY TRUST	2,265,743	0.00	2,411,180	0.00	2,411,180	0.00	0	0.00
LOCAL RECORDS PRESERVATION	53,495	0.00	319,969	0.00	319,969	0.00	0	0.00
INVESTOR EDUC & PROTECTION	368,158	0.00	947,964	0.00	947,964	0.00	0	0.00
SEC OF ST-WOLFNER LIBRARY	19,092	0.00	30,000	0.00	30,000	0.00	0	0.00
TOTAL - EE	4,284,552	0.00	5,350,195	0.00	5,350,195	0.00	0	0.00
<b>PROGRAM-SPECIFIC</b>								
GENERAL REVENUE	43,322	0.00	45,001	0.00	45,001	0.00	0	0.00
TOTAL - PD	43,322	0.00	45,001	0.00	45,001	0.00	0	0.00
<b>TOTAL</b>	<b>13,543,462</b>	<b>229.39</b>	<b>15,587,195</b>	<b>269.30</b>	<b>15,532,195</b>	<b>269.30</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$13,543,462</b>	<b>229.39</b>	<b>\$15,587,195</b>	<b>269.30</b>	<b>\$15,532,195</b>	<b>269.30</b>	<b>\$0</b>	<b>0.00</b>

11/10/15 8:06

im\_disummary

CORE DECISION ITEM									
<b>Department</b>	Secretary of State				<b>Budget Unit</b>	23140C			
<b>Division</b>	All Division - See Program Description								
<b>Core</b>	Operating Core				<b>HB Section</b>	12.035			
<b>1. CORE FINANCIAL SUMMARY</b>									
FY 2017 Budget Request					FY 2017 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	7,456,529	522,334	2,158,136	10,136,999	PS	0	0	0	0
EE	1,413,508	227,574	3,709,113	5,350,195	EE	0	0	0	0
PSD	45,001	0	0	45,001	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>8,915,038</b>	<b>749,908</b>	<b>5,867,249</b>	<b>15,532,195</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FTE					FTE				
	205.76	12.80	50.74	269.30		0.00	0.00	0.00	0.00
<b>Est. Fringe</b>	2,037,124	142,702	589,603	2,769,428	<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds: Technology Trust Fund (0266) - 28.160 RSMo Local Records (0577) - 59.319 RSMo Investor Education and Protection Fund (0829) - 409.006.601 RSMo Wolfner Library Trust Fund (0928) -181.150 RSMo					Other Funds:				
<b>2. CORE DESCRIPTION</b>									
This core represents all operating expenses of nine separate divisions. FTE count was reduced from 280.3 to 270.3 in the FY2014 budget cycle. In the FY2015 budget request, there was a department decrease of four FTE, with five FTE requested for new programs. In FY16, a one-time core reduction was requested for the General Revenue E & E of \$59,000; one-time FY15 appropriations of \$100,000 for Military Absentee Ballots, \$2,300 for Safe at Home E & E; Technology Trust Fund E & E of \$750,000, and \$200,000 in Local Records E & E. Also in FY16, a core reduction of \$159,678 was requested for the National Endowment for the Humanities (Save America's Treasures) Fund PS. In the FY2016 budget request, FTE were reduced to 269.3. In the FY2017 budget request, a core reduction of \$55,000 is being requested.									
<b>3. PROGRAM LISTING (list programs included in this core funding)</b>									
Administrative Services - Fiscal, Central Services, and Publications Executive Services - Executive Staff, and Communications Elections Record Services - Archives, Records Management, Document Preservation, and Local Records Administrative Rules/Legal Services (Includes HR) Securities Business Services Information Technology Services Library Services - Administration, Library Reference, Library Development, and Wolfner									



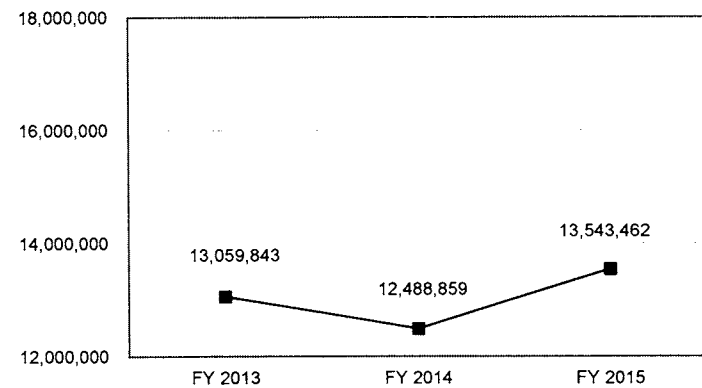
**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23140C
<b>Division</b>	All Division - See Program Description		
<b>Core</b>	Operating Core	<b>HB Section</b>	12.035

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	16,767,743	16,557,234	16,884,023	15,587,195
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	16,767,743	16,557,234	16,884,023	N/A
Actual Expenditures (All Funds)	13,059,843	12,488,859	13,543,462	N/A
Unexpended (All Funds)	3,707,900	4,068,375	3,340,561	N/A
Unexpended, by Fund:				
General Revenue	20,163	20,025	55,497	N/A
Federal	596,229	562,726	395,218	N/A
Other	3,091,508	3,485,624	2,889,846	N/A

**Actual Expenditures (All Funds)**



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

FY13 to FY14 appropriation decrease is due to the net difference between the raises funded by the General Assembly and the elimination of funding for 10 FTE in Library Services. As well, the Wolfner Trust fund received an increase in appropriation authority by \$15,499.

FY14 to FY15 appropriation increase is due to Cost of living adjustments funded by the General Assembly, increased funding for Safe at Home, Investor Restitution Fund, Military Absentee Voting, and Surplus Revenue Fund transfers.

FY15 to FY16 appropriation was reduced by (\$1,111,300) in expense and equipment; increased by \$54,050 Cost to Continue pay increase; and reduced by the elimination of a Surplus Revenue fund (\$79,900), and a Document Preservation grant (\$159,678).

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
SECRETARY OF STATE

## 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	269.30	7,511,529	522,334	2,158,136	10,191,999	
		EE	0.00	1,413,508	227,574	3,709,113	5,350,195	
		PD	0.00	45,001	0	0	45,001	
		<b>Total</b>	<b>269.30</b>	<b>8,970,038</b>	<b>749,908</b>	<b>5,867,249</b>	<b>15,587,195</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reduction	1412 0073	PS	0.00	(55,000)	0	0	(55,000)	
<b>NET DEPARTMENT CHANGES</b>			<b>0.00</b>	<b>(55,000)</b>	<b>0</b>	<b>0</b>	<b>(55,000)</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	269.30	7,456,529	522,334	2,158,136	10,136,999	
		EE	0.00	1,413,508	227,574	3,709,113	5,350,195	
		PD	0.00	45,001	0	0	45,001	
		<b>Total</b>	<b>269.30</b>	<b>8,915,038</b>	<b>749,908</b>	<b>5,867,249</b>	<b>15,532,195</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	269.30	7,456,529	522,334	2,158,136	10,136,999	
		EE	0.00	1,413,508	227,574	3,709,113	5,350,195	
		PD	0.00	45,001	0	0	45,001	
		<b>Total</b>	<b>269.30</b>	<b>8,915,038</b>	<b>749,908</b>	<b>5,867,249</b>	<b>15,532,195</b>	

### FLEXIBILITY REQUEST FORM

<b>BUDGET UNIT NUMBER:</b> 23140C	<b>DEPARTMENT:</b> Secretary of State
<b>BUDGET UNIT NAME:</b> Operating Core	<b>DIVISION:</b> All Divisions

**1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.**

100%	Fund	0101	0073	Personal Service	\$ 7,456,529
100%	Fund	0101	0077	Expense and Equipment	1,458,509
100%	Fund	0157	4490	Personal Service	273,249
100%	Fund	0195	4193	Personal Service	249,085
100%	Fund	0195	4194	Expense and Equipment	227,574
100%	Fund	0266	2221	Personal Service	368,644
100%	Fund	0266	2222	Expense and Equipment	2,411,180
100%	Fund	0577	9491	Personal Service	1,009,843
100%	Fund	0577	9492	Expense and Equipment	319,969
100%	Fund	0829	5532	Personal Service	779,649
100%	Fund	0829	5533	Expense and Equipment	947,964
100%	Fund	0928	4195	Expense and Equipment	30,000
				Total	\$15,532,195

#### DEPARTMENT REQUEST

Section	PS or EE	Core	% Flex Requested	Flex Request Amount
HB 12.035	PS	\$10,136,999	100%	\$10,136,999
HB 12.035	E & E	\$5,395,196	100%	\$5,395,196
	Total			\$15,532,195

# **FLEXIBILITY REQUEST FORM**

<b>BUDGET UNIT NUMBER:</b> 23140C	<b>DEPARTMENT:</b> Secretary of State
<b>BUDGET UNIT NAME:</b> Operating Core	<b>DIVISION:</b> All Divisions

**2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.**

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0	\$0	\$200,000

**3. Please explain how flexibility was used in the prior and/or current years.**

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
The flexibility option was not used in Fiscal Year 2015.	Unknown at this time

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
SECRETARY OF STATE								
CORE								
FIRE & SAFETY SPEC	393	0.02	0	0.00	0	0.00	0	0.00
SECRETARY OF STATE	107,746	1.00	107,746	1.00	107,746	1.00	0	0.00
EXECUTIVE DEPUTY SEC OF STATE	47,377	0.47	99,814	1.00	0	0.00	0	0.00
DIR LEGISLATIVE & GOV AFFAIRS	71,484	1.00	74,935	1.00	55,002	1.00	0	0.00
PERSONNEL OFFICER	37,875	1.00	38,294	1.00	38,076	1.00	0	0.00
DIR. OF EXTERNAL OPERATIONS	43,578	1.02	42,741	1.00	42,924	1.00	0	0.00
DIR OF ELECTIONS AND INFO TECH	90,557	1.00	91,061	1.00	91,044	1.00	0	0.00
DEP DIR OF EL/SEN DEP COUNSEL	60,236	1.00	64,037	1.00	64,002	1.00	0	0.00
ASSISTANT DIR FOR LOCAL RECDS	56,215	1.00	56,564	1.00	56,564	1.00	0	0.00
COMMISSIONER OF SECURITIES	95,691	1.00	96,209	1.00	96,204	1.00	0	0.00
DIR OF BUS SERV/SENIOR ADVISOR	74,861	1.00	85,364	1.00	85,344	1.00	0	0.00
DIR OF ADMIN RULES/HUMAN RSRCS	84,889	1.00	85,364	1.00	85,344	1.00	0	0.00
ASSISTANT DIR FOR RECORDS MGMT	55,117	1.00	55,634	1.00	55,431	1.00	0	0.00
ADMINISTRATIVE SECRETARY	0	0.00	30,167	1.00	0	0.00	0	0.00
EXECUTIVE SECRETARY	52,754	1.00	53,047	1.00	53,040	1.00	0	0.00
EDITOR	36,693	1.00	37,099	1.00	36,888	1.00	0	0.00
STATE ARCHIVIST	84,890	1.00	85,363	1.00	85,348	1.00	0	0.00
ASSISTANT STATE ARCHIVIST	57,432	1.00	57,751	1.00	57,746	1.00	0	0.00
RECORDS ANALYST	33,562	1.00	33,905	1.00	33,744	1.00	0	0.00
AUDITOR/ACCOUNTANT II	44,568	1.00	44,806	1.00	44,808	1.00	0	0.00
DEP. DIR. OF IT/IT OPERATIONS	76,252	1.00	77,496	1.00	77,868	1.00	0	0.00
OFFICE SUPPORT ASST (KEYBRD)	25,749	1.00	25,831	1.00	25,824	1.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	116,052	4.00	116,828	4.00	116,676	4.00	0	0.00
DEP INVESTIGATIONS MANAGER	31,315	0.71	0	0.00	0	0.00	0	0.00
ASSISTANT EDITOR	38,483	1.25	63,388	2.00	30,984	1.00	0	0.00
INVESTIGATOR III	69,482	1.77	78,736	2.00	78,792	2.00	0	0.00
COMPUTER INFO TECH II	180,976	4.45	33,418	1.00	99,102	3.00	0	0.00
COMPUTER INFO TECH III	73,912	1.61	290,033	8.00	269,538	7.00	0	0.00
ARCHIVIST	538,064	14.00	641,797	15.49	638,720	17.49	0	0.00
ELECTRONIC RECORDS ARCHIVIST	144,816	3.62	160,127	4.41	160,277	4.41	0	0.00
PART-TIME SUMMER	12,565	0.55	0	0.00	0	0.00	0	0.00
PART-TIME OTHER	55,058	2.16	0	0.00	0	0.00	0	0.00

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
RECORDS CENTER SUPERVISOR	36,009	1.00	36,206	1.00	36,204	1.00	0	0.00
ADMINISTRATIVE AIDE I	26,941	1.00	27,090	1.00	27,084	1.00	0	0.00
GEN. COUNSEL/EXEC DEP SOS	99,960	1.00	99,418	1.00	99,960	1.00	0	0.00
DIRECTOR-FIELD OPERATIONS	141,553	3.00	142,339	3.00	142,320	3.00	0	0.00
GRANT OFFICER	37,751	0.85	46,074	1.00	46,079	1.00	0	0.00
COMP INFO TECH SUPERVISOR I	16,836	0.33	0	0.00	0	0.00	0	0.00
COMPLIANCE EXAMINER	108,852	3.00	158,069	4.50	203,417	5.00	0	0.00
LIBRARIAN II	116,160	3.00	116,984	3.00	116,784	3.00	0	0.00
ASSISTANT COMMISSIONER	51,093	0.73	70,995	1.00	32,640	0.50	0	0.00
INVESTIGATOR IV	13,466	0.33	0	0.00	84,000	2.00	0	0.00
STATE LIBRARIAN	84,889	1.00	85,365	1.00	85,344	1.00	0	0.00
READER ADVISOR	172,542	5.84	183,158	9.60	154,262	9.60	0	0.00
SENIOR REFERENCE ARCHIVIST	41,713	1.00	41,942	1.00	41,940	1.00	0	0.00
CLERK I	190,983	7.89	207,352	8.00	207,222	8.00	0	0.00
DIR OF FISCAL & FACILITIES	84,889	1.00	85,364	1.00	85,344	1.00	0	0.00
COMPOSING EQUIPMENT OPER II	32,453	1.00	32,633	1.00	32,628	1.00	0	0.00
PT OTHER-RESEARCH ANALYST I	13,948	0.57	14,693	0.80	14,693	0.80	0	0.00
SENIOR CONSERVATOR	44,916	1.00	45,165	1.00	45,165	1.00	0	0.00
CONSERVATOR	105,565	2.75	115,324	3.00	115,324	3.00	0	0.00
DIRECTOR CORPORATIONS/PROJ MGR	63,652	1.00	64,005	1.00	63,996	1.00	0	0.00
INVESTIGATOR I	32,484	0.95	34,357	1.00	34,344	1.00	0	0.00
INVESTIGATOR II	73,632	1.96	195,138	6.00	36,864	1.00	0	0.00
LICENSING ASSISTANT	29,814	1.00	29,978	1.00	29,976	1.00	0	0.00
LIBRARIAN	28,908	0.75	60,990	1.50	60,717	1.50	0	0.00
COMPUTER INFO TECH SPEC I	270,668	4.68	293,076	7.00	302,693	7.00	0	0.00
DIRECTOR LIBRARY DEV	61,001	1.00	61,363	1.00	61,332	1.00	0	0.00
LIBRARY CONSULTANT	67,313	1.44	91,847	2.00	91,836	2.00	0	0.00
DIRECTOR REF SERVICES	52,922	1.00	53,217	1.00	53,208	1.00	0	0.00
ADMINISTRATIVE AIDE II	28,303	1.00	28,461	1.00	28,452	1.00	0	0.00
ADMINISTRATIVE AIDE III	153,046	5.01	179,897	6.00	157,778	6.00	0	0.00
DEP DIRECTOR FOR PUBLIC SRVCS	45,821	1.00	46,074	1.00	46,074	1.00	0	0.00
DIRECTOR-WOLFNER LIBRARY	27,991	0.51	55,801	1.00	54,864	1.00	0	0.00

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
SPECIALIST	112,448	3.00	113,022	3.00	113,052	3.00	0	0.00
SUPERVISOR I	29,742	1.00	29,904	1.00	29,904	1.00	0	0.00
SUPERVISOR II	34,174	1.00	34,641	1.00	34,356	1.00	0	0.00
TECH I	150,421	5.73	193,710	7.00	89,570	3.00	0	0.00
TECH II	545,890	19.87	520,579	27.00	711,804	31.00	0	0.00
TECH III	618,803	21.33	641,143	24.00	613,644	24.00	0	0.00
MANAGING EDITOR	43,254	1.00	43,296	1.00	43,488	1.00	0	0.00
ACCOUNTANT I	32,139	1.00	32,623	1.00	32,628	1.00	0	0.00
SUPERVISOR IV	157,789	4.00	158,724	4.00	158,688	4.00	0	0.00
ASSOCIATE EDITOR	23,948	0.75	0	0.00	32,052	1.00	0	0.00
COMPUTER INFO TECH SPEC II	19,613	0.36	82,623	1.00	83,158	1.00	0	0.00
TECH IV	91,857	2.73	101,965	3.00	69,302	3.00	0	0.00
SPECIAL COUNSEL	43,172	0.72	60,300	0.00	60,600	1.00	0	0.00
RESEARCH ANALYST I	163,320	5.27	214,636	9.00	209,601	8.00	0	0.00
SECURITIES OFFICE MANAGER	43,391	1.09	40,161	1.00	40,404	1.00	0	0.00
COMMUNICATIONS DIRECTOR	61,521	1.00	61,120	1.00	70,002	1.00	0	0.00
LITIGATION COUNSEL	29,186	0.58	50,277	1.00	0	0.00	0	0.00
POLICY/COMMUNICATIONS ASST	29,814	1.00	29,980	1.00	33,468	1.00	0	0.00
RECEPTIONIST II	34,349	1.00	34,943	1.00	34,944	1.00	0	0.00
GRAPHIC ARTS SPECIALIST II	30,815	1.00	30,843	1.00	30,984	1.00	0	0.00
CHIEF OF STAFF	92,458	1.00	90,505	1.00	90,900	1.00	0	0.00
DIRECTOR OF INVESTOR EDUCATION	46,504	1.08	44,237	1.00	40,002	1.00	0	0.00
DIRECTOR OF ENFORCEMENT	55,222	0.65	80,747	1.00	85,344	1.00	0	0.00
DIRECTOR OF EXAMINATIONS	56,137	0.79	71,049	1.00	71,208	1.00	0	0.00
DEPUTY CHIEF COUNSEL	48,492	1.01	46,879	1.00	49,500	1.00	0	0.00
DIRECTOR OF BUSINESS OUTREACH	17,759	0.39	45,966	1.00	54,504	1.00	0	0.00
DEP DIR POLICY & GOV AFFAIRS	35,543	0.83	42,741	1.00	40,002	1.00	0	0.00
PRINC ASST FOR BOARDS & COMMS	38,720	1.00	38,937	1.00	38,928	1.00	0	0.00
SENIOR DEPUTY COUNSEL	68,023	1.04	85,364	1.00	128,004	2.00	0	0.00
SECURITIES SPECIALIST	31,643	1.00	31,676	1.00	31,812	1.00	0	0.00
DIR. OF REG/CHIEF COUNSEL	63,987	1.01	61,005	1.00	65,652	1.00	0	0.00
ELECTIONS COORDINATOR	38,528	1.00	38,741	1.00	83,564	2.00	0	0.00

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
CURATOR OF EXHIBITS/SPEC PRJCT	48,862	1.00	49,131	1.00	49,128	1.00	0	0.00
HISTORICAL EDUCATOR	37,347	1.00	37,555	1.00	37,548	1.00	0	0.00
SUPERVISING ARCHIVIST	40,951	1.00	41,365	1.00	41,365	1.00	0	0.00
ELECTIONS SPECIALIST	104,275	2.60	157,517	4.00	111,696	3.00	0	0.00
MCVR ELECTIONS SPECIALIST I	37,203	1.00	37,401	1.00	37,404	1.00	0	0.00
MCVR ELECTIONS SPECIALIST II	44,568	1.00	44,806	1.00	44,808	1.00	0	0.00
STATISTICAL RESEARCH ANALYST	40,951	1.00	41,179	1.00	41,172	1.00	0	0.00
COMPUTER INFO TECH MANAGER I	89,282	1.47	120,781	2.00	66,750	1.00	0	0.00
ACCOUNTING SPECIALIST II	25,277	0.63	25,294	1.00	79,775	2.00	0	0.00
DEP. DIR. OF COMMUNICATIONS	40,851	1.01	42,741	1.00	40,404	1.00	0	0.00
PROGRAM MANAGER	52,922	1.00	53,216	1.00	53,208	1.00	0	0.00
IMAGING SERVICES MANAGER	41,713	1.00	41,942	1.00	41,940	1.00	0	0.00
DIGITAL COLLECTIONS COORD	33,640	0.81	41,943	1.00	41,940	1.00	0	0.00
COMMUNICATIONS/PUBLS ASST	15,018	0.48	32,804	1.00	30,984	1.00	0	0.00
SPECIAL ASSISTANT	36,365	0.87	41,751	1.00	41,940	1.00	0	0.00
ACCOUNTING ANALYST II	81,173	2.00	83,282	2.00	83,112	2.00	0	0.00
ELECTIONS OPERATION ADMSTR	10,801	0.29	0	0.00	0	0.00	0	0.00
DEPUTY COUNSEL	50,854	1.00	80,681	2.00	109,253	2.00	0	0.00
PROGRAM SPECIALIST	29,139	0.98	29,985	1.00	29,976	1.00	0	0.00
PARALEGAL	24,500	0.77	36,236	1.00	31,812	1.00	0	0.00
DEPUTY DIRECTOR OF PUBLICATION	42,287	1.00	41,942	1.00	42,924	1.00	0	0.00
DIR. OF CONSTITUENT SERVICES	41,701	1.00	41,739	1.00	42,996	1.00	0	0.00
SECURITIES ENFORCEMENT COUNSEL	95,772	2.00	99,518	3.50	162,555	5.50	0	0.00
SENIOR COMPLIANCE EXAMINER	43,206	1.01	43,178	1.00	43,440	1.00	0	0.00
INVESTIGATIONS MANAGER	48,721	1.01	49,078	1.00	48,984	1.00	0	0.00
CENTRAL SERVICES TECHNICIAN	63,350	2.00	64,924	2.00	64,944	2.00	0	0.00
CENTRAL SERVICES SUPERVISOR	38,944	1.00	39,772	1.00	39,780	1.00	0	0.00
ASST DIR FISCAL & FACILITIES	73,521	1.00	75,913	1.00	75,948	1.00	0	0.00
PROCUREMENT OFFICER III	40,560	0.84	49,121	1.00	0	0.00	0	0.00
YOUTH SVS LIBRARIAN/CONSULTANT	38,720	1.00	19,379	0.50	19,464	0.50	0	0.00
PERSONNEL OFFICER II	45,512	1.00	45,558	1.00	45,756	1.00	0	0.00



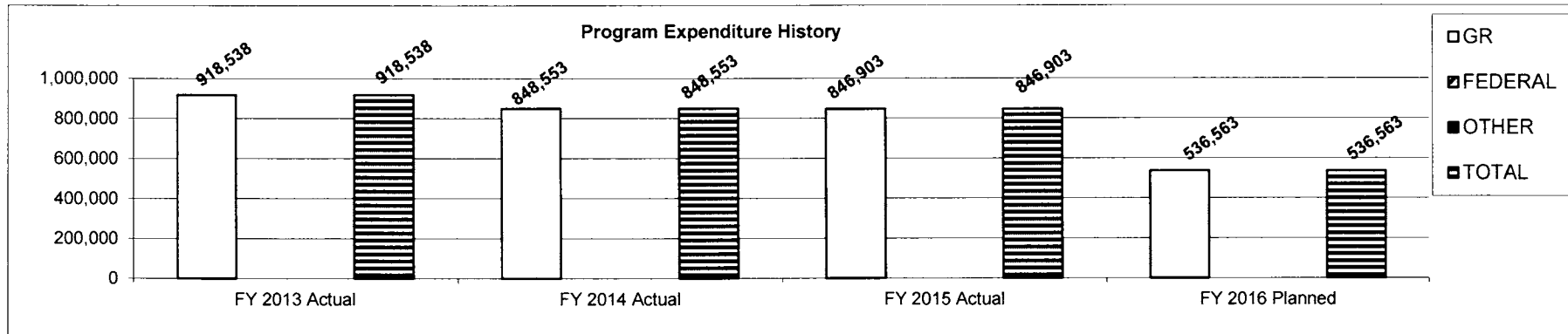
# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SECRETARY OF STATE</b>								
<b>CORE</b>								
DEPUTY CHIEF OF STAFF	14,224	0.17	0	0.00	85,344	1.00	0	0.00
<b>TOTAL - PS</b>	<b>9,215,588</b>	<b>229.39</b>	<b>10,191,999</b>	<b>269.30</b>	<b>10,136,999</b>	<b>269.30</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	47,464	0.00	104,154	0.00	104,154	0.00	0	0.00
TRAVEL, OUT-OF-STATE	19,829	0.00	26,834	0.00	26,834	0.00	0	0.00
FUEL & UTILITIES	65	0.00	5	0.00	5	0.00	0	0.00
SUPPLIES	550,140	0.00	912,020	0.00	912,020	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	84,910	0.00	130,790	0.00	130,790	0.00	0	0.00
COMMUNICATION SERV & SUPP	172,825	0.00	235,222	0.00	235,222	0.00	0	0.00
PROFESSIONAL SERVICES	1,120,594	0.00	1,777,821	0.00	1,777,821	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	3,850	0.00	3,875	0.00	3,875	0.00	0	0.00
M&R SERVICES	1,437,488	0.00	1,092,080	0.00	1,092,080	0.00	0	0.00
COMPUTER EQUIPMENT	644,478	0.00	750,310	0.00	750,310	0.00	0	0.00
MOTORIZED EQUIPMENT	28,049	0.00	47,436	0.00	47,436	0.00	0	0.00
OFFICE EQUIPMENT	42,416	0.00	122,514	0.00	122,514	0.00	0	0.00
OTHER EQUIPMENT	111,232	0.00	39,858	0.00	39,858	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	8,023	0.00	8,023	0.00	0	0.00
BUILDING LEASE PAYMENTS	12,053	0.00	20,342	0.00	20,342	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	3,184	0.00	48,850	0.00	48,850	0.00	0	0.00
MISCELLANEOUS EXPENSES	5,975	0.00	30,061	0.00	30,061	0.00	0	0.00
<b>TOTAL - EE</b>	<b>4,284,552</b>	<b>0.00</b>	<b>5,350,195</b>	<b>0.00</b>	<b>5,350,195</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	43,322	0.00	45,001	0.00	45,001	0.00	0	0.00
<b>TOTAL - PD</b>	<b>43,322</b>	<b>0.00</b>	<b>45,001</b>	<b>0.00</b>	<b>45,001</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$13,543,462</b>	<b>229.39</b>	<b>\$15,587,195</b>	<b>269.30</b>	<b>\$15,532,195</b>	<b>269.30</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$9,035,923</b>	<b>188.40</b>	<b>\$8,970,038</b>	<b>205.76</b>	<b>\$8,915,038</b>	<b>205.76</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$511,567</b>	<b>11.94</b>	<b>\$749,908</b>	<b>12.80</b>	<b>\$749,908</b>	<b>12.80</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$3,995,972</b>	<b>29.05</b>	<b>\$5,867,249</b>	<b>50.74</b>	<b>\$5,867,249</b>	<b>50.74</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department:** Secretary of State  
**Program Name:** Administrative Services  
**Program is found in the following core budget(s):** Operating Core

1. **What does this program do?**  
 This core request is to allow continued service to the agency for financial, facilities, and central services.
2. **What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**  
 Financial and Procurement authority is derived from Chapter 33 and 34, RSMo, and the agreements entered into between this office and the Office of Administration.
3. **Are there federal matching requirements? If yes, please explain.**  
 No
4. **Is this a federally mandated program? If yes, please explain.**  
 No
5. **Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Please note: Publications Division was moved to Executive Services in FY16; however, no overall increase to core.

6. **What are the sources of the "Other " funds?**
- 7a. **Provide an effectiveness measure.**

Without this appropriation, budgeting, vendor payments, procurement, financial reporting, mailroom, storeroom, and fleet management at the current level for the Office of the Secretary of State would not be possible.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Administrative Services

**Program is found in the following core budget(s):** Operating Core

**7b. Provide an efficiency measure.**

The process of ordering and distributing office supplies was recently centralized in the storeroom. This has not only saved money, but has made it much more efficient for the divisions. Also, five employees located in the field were assigned fleet vehicles that previously were being reimbursed at the standard mileage rate or renting a vehicle. This increased the use of these cars, while decreasing mileage paid to these employees.

**7c. Provide the number of clients/individuals served, if applicable.**

The Administrative Services Division not only provides support to all the staff of the SOS, they also provide support to all grant recipients, such as the local libraries and local election authorities.

**7d. Provide a customer satisfaction measure, if available.**

Average invoice turn-around time is 14 days or less from date of invoice to payment, depending upon whether federal funds are involved and a drawdown is required before payment may issue. The mail is delivered on time, the storeroom is stocked to address agency-wide needs, and the fleet is safely maintained and scheduled.

## PROGRAM DESCRIPTION

**Department:** Secretary of State  
**Program Name:** Executive Services  
**Program is found in the following core budget(s):** Operating Core

**1. What does this program do?**

This core request is to maintain the current level of executive support for all divisions within the Office of the Secretary of State. This core request represents resources for the continued operation of Agency programs and the productive coordination of the various divisions. This includes the creation and definition of policy and the direction for implementation of these policies. Priority outcomes are:

- 1) Continue to provide leadership and expertise in business and information systems to state and local governments. This will be accomplished by continued strategic planning, coordination with other government agencies, and the commitment of resources to achieve the planned objectives.
- 2) Enhance information access for governmental and constituent customers.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

N/A

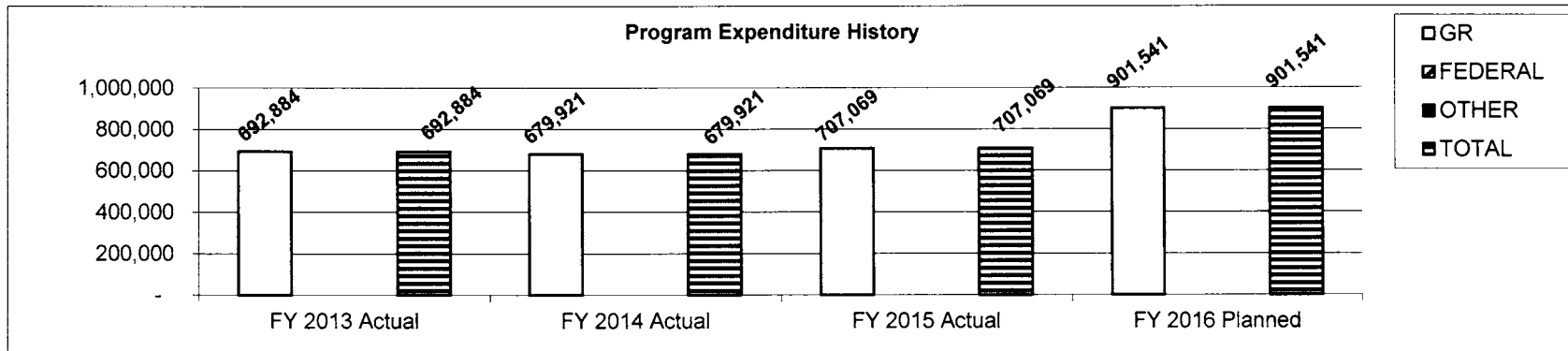
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**Please note: Publication Division was moved to Executive Services in FY16; however, no overall increase to core.**

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Executive Services

**Program is found in the following core budget(s):** Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

None

**7b. Provide an efficiency measure.**

None

**7c. Provide the number of clients/individuals served, if applicable.**

The number of clients/individuals served are the budgeted FTE, as well as any prospective employees.

Publications distributed to the General Assembly, schools, and the public were: General Assembly Roster, Missouri Roster, Missouri Constitution, and Great Seal Sheets.

**7d. Provide a customer satisfaction measure, if available.**

None available

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Operating Core

**1. What does this program do?**

The Elections Division of the Office of the Secretary of State has identified several strategic issues and numerous goals that affect its core delivery of services. These include: 1) Preparing for and assisting local election authorities in conducting fair and orderly elections; planning for elections and statewide ballot issues including special elections and issues submitted to the people through initiatives, resolutions and referendums; reporting, counting and certifying election results; and meeting the requirements of the Help America Vote Act of 2002. 2) Providing quality customer service: Delivering responsive and timely service to meet increasing demand for answers to elections -related questions from local election authorities, elected officials, and the public; and maintaining statutory compliance in providing services to state and to local governments. 3) Enhancing information access: Maintaining statewide voter registration database and processing documents to make them accessible to the public when requested through this or other offices. 4) Providing enhanced opportunity to vote: Continuing to work with counties and state and federal agencies to implement the requirements of the National Voter Registration Act and Help America Vote Act; working to increase voter registration through public service announcements; evaluating existing election laws and suggesting any changes that could increase voter participation while maintaining election integrity. 5) Educate the public, government officials, and local election authorities about the elections process: Publishing various election materials; and participating in election conferences and speaking on issues of general applicability.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 115 and 116 of the Missouri Revised Statutes and federal law including the National Voter Registration Act and the Help America Vote Act.

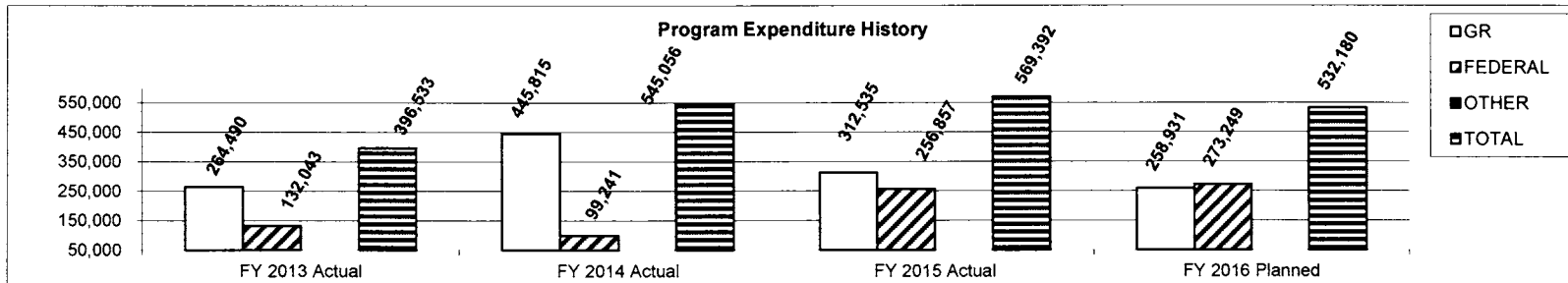
**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

The number of registered voters and voter registration applications fluctuate from year to year. As of September 1, 2015 there were 3,997,796 registered voters. The Office of the Secretary of State mailed the following number of voter registration applications by calendar year:

2012 - 463,983

2013 - 118,112

2014 - 198,997

The number of National Change of Address mailings by fiscal year:

2012 - 390,000

2013 - 225,225

2014 - 238,359

2015 - 255,825

**7b. Provide an efficiency measure.**

An adequate supply of voter registration applications are available from this office to fulfill a request the same day or within 24 hours.

**7c. Provide the number of clients/individuals served, if applicable.**

116 local election authorities and thousands of prospective registered voters and callers requesting information.

**7d. Provide a customer satisfaction measure, if available.**

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records and Archives

**Program is found in the following core budget(s):** Operating Core

### 1. What does this program do?

The Records and Archives Division is comprised of the following three divisions:

**Archives:** The Missouri State Archives is the official repository for Missouri's records of permanent historical value. Among its holdings are land records from Missouri's colonial, territorial, and early statehood periods; the Missouri State Constitutions; the Journals of the Missouri House and Senate; Supreme Court of Missouri case files; State Appeals Court case files; Circuit and Probate Court case files; and records for Missouri counties. As the home of the state's permanently valuable records, the Missouri State Archives identifies, collects, preserves, and makes available to government officials, historians, students, family historians, and other researchers the permanent and historically significant records of Missouri.

**Records Management:** Records Management directs the efficient and effective management of the official records of state government agencies by establishing standards, procedures, and techniques for the management of records; developing schedules for the retention of records of continuing value; the prompt and orderly destruction of records no longer possessing sufficient value to warrant their future retention; and operating the State Records Center to provide secure cost-effective storage of paper records during their retention, and efficient destruction when the retention period has expired. The program evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state agencies.

**Local Records:** Through consultations, inventories, records processing projects and a competitive grant program, Local Records works with public officials to preserve the permanent and historically significant records of their offices. These local records are vital to the citizens of Missouri, documenting everything from marriages and property ownership to education and government expenditures. In addition, the program provides professional guidance on managing current records; everything from proper housing and storage of records to final disposition through the implementation of Local Records generated retention schedules.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109 and dedicated funding for Local Records from Recorder of Deeds user fees in RSMo 59.319 (3)

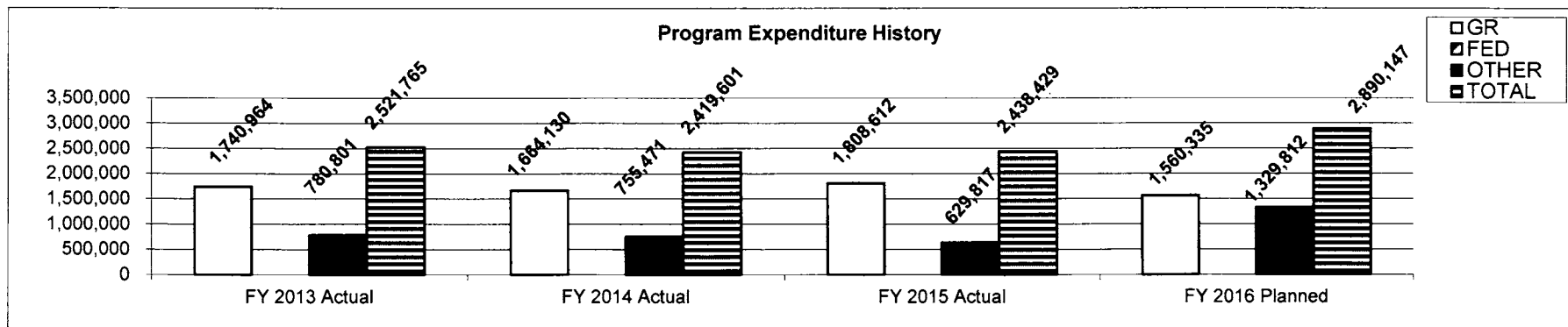
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.





## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records and Archives

**Program is found in the following core budget(s):** Operating Core

**6. What are the sources of the "Other " funds?**

Local Records Preservation Program (0577)

**7a. Provide an effectiveness measure.**

Archives: In FY15, the Missouri State Archives responded to 25,001 information requests. Of these, 2,048 were first-time customers. The Archives website had 72,405,251 hits in FY15. The new Penitentiary Index received 58,086 hits the first month it was placed online.

Records Management Imaging Services:

Images Microfilmed

Images Scanned

	FY13	FY14	FY15	FY16 Projected
Images Microfilmed	3,867,461	3,480,358	2,900,985	2,500,000
Images Scanned	2,531,524	2,017,703	1,483,778	2,000,000

**7b. Provide an efficiency measure.**

Records Management:

Records Center retrievals/filings

	FY13	FY14	FY15	FY16 Projected
Records Center retrievals/filings	85,451	91,973	96,116	95,000

Local Records:

Projects

	FY13	FY14	FY15	FY16 Projected
Projects	80	85	85	85

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records and Archives

**Program is found in the following core budget(s):** Operating Core

**7c. Provide the number of clients/individuals served, if applicable.**

Archives:

The statistics in section 7a include all mail, email, telephone, in person, and website customers.

Records Management: State government units storing records in State Records Center with staff statistics.

	FY13	FY14	FY15	FY16 Projected
Agency units storing records in Records Center	418	416	386	380
Records Center total retrievals/filings	85,451	91,973	96,116	95,000
Records Center new box filings	28,619	32,711	25,681	30,000
Records Center boxes destroyed	7,336	2,193	11,615	12,000

Local Records: Core clients are all local government entities in Missouri including: 114 counties; 860 municipalities; 523 school districts; county, municipal, circuit, and probate clerks; recorders of deeds and collectors; and public school administrators.

**7d. Provide a customer satisfaction measure, if available.**

In FY15 Missouri State Archives Website was named by "Family Tree Magazine" as one of the '101 Best Genealogy Websites' for the 12th year in a row.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Administrative Rules/Legal Services

**Program is found in the following core budget(s):** Operating Core

**1. What does this program do?** See response to question 2

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Administrative Rules Division is required by statute, Chapter 536 RSMo, to accept rule filings, edit the filings, and then publish them in the *Missouri Register* and the *Code of State Regulations* for the 191 state agencies/entities that promulgate rules. Rules or regulations have the force and effect of law and serve to implement and interpret the laws passed by the General Assembly and signed by the Governor. The Division publishes rule material six times per month which includes two (2) paper and two (2) Internet publications of the *Missouri Register* and one (1) paper and one (1) Internet publication of the *Code of State Regulations*. The Administrative Rules Division has implemented several features on the SOS homepage to assist in rulemaking such as: allowing state agencies to download current rules as word documents for use in amending current rules; providing fillable rulemaking forms/templates on-line; permitting agencies to email electronic copies of proposed rule text changes to SOS; and providing a timeline calculator to assist agencies in calculating key dates for rulemaking. This Division routinely answers questions from agencies and the public regarding filing rules and has published and maintains an updated rule manual containing uniform standards and procedures for use in making rule filings, *Rulemaking 1-2-3*. Division staff also assist agencies and the public in researching prior versions of a rule to accurately represent its history in legal proceedings. Additionally, the Administrative Rule Division offers classes to any agencies/entities in how to prepare and make rule filings.

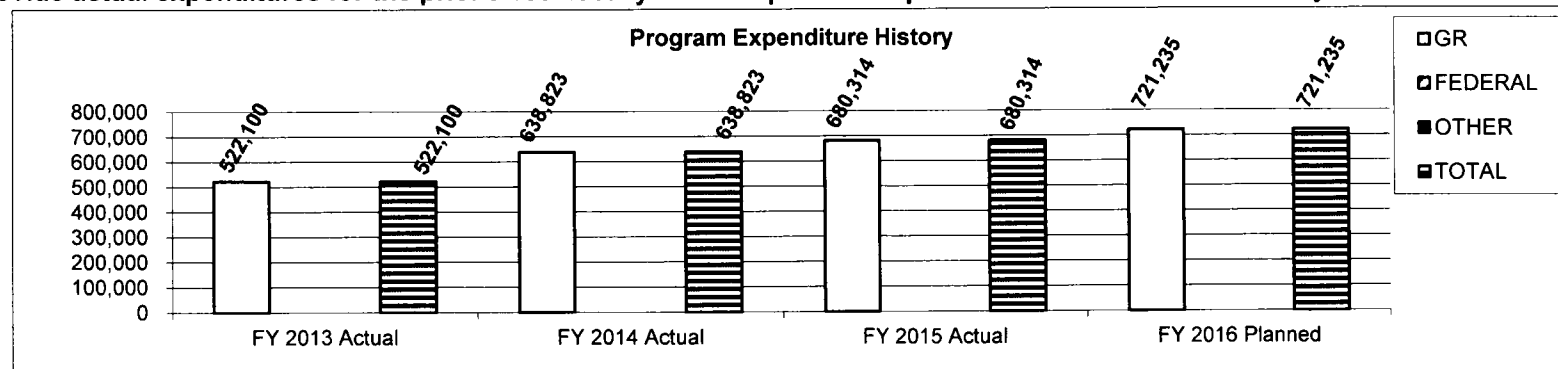
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Administrative Rules/Legal Services

**Program is found in the following core budget(s):** Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

Our primary effectiveness measure is continuing the timely processing of monthly publications without additional staff and little or no overtime. For the 2015 fiscal year, Ad Rules processed the following:

95 Emergency rules

473 Proposed rules

459 Orders of Rulemaking

68 In Additions

12 Executive Orders

267 Dissolutions and other filings were filed with our Division, for a total of 1378 total filings published. In fiscal year 2015, 1848 pages of *Missouri Register* and 2068 pages of *Code* were published. From July 1, 2015 through September 15, 2015, the Division has received 11 Emergency rule(s); 85 Proposed rules; 45 Orders of Rulemaking; 19 In Additions; 4 Executive Orders; 44 Dissolutions and other filings to make a total of 208 filings and a total of 414 pages of *Missouri Register* and 240 pages of *Code* published.

**7b. Provide an efficiency measure.**

The above was accomplished with no additional staff.

**7c. Provide the number of clients/individuals served, if applicable.**

Administrative Rules serves 191 state agencies/entities, who may have numerous rulemakers. Anyone interested in rulemaking may also access our website which has an electronic copy of the Rulemaking 1-2-3 manual, rulemaking forms, copy text for amending rules, and a timeline calculator for tracking key dates. An up-to-date copy of the Missouri Register and Code is also on our website.

**7d. Provide a customer satisfaction measure, if available.**

The Secretary of State's Office has received positive emails and written compliments regarding improvements to the Administrative Rule Division web page and its rulemaking classes. The Division of Administrative Rules offers in person rulemaking classes for all agencies upon request. From July 1, 2014 through September 15, 2015 numerous classes were requested and rulemaking training was conducted including classes with the State Auditor's Office; Department of Agriculture; Division of Professional Registration-Public Service Commission; Department of Health and Senior Services; Department of Social Services, MoHealthNet; and Office of Missouri Secretary of State, Securities Division. Positive comments have been received from the attendees of this training that the Departments and Commission found the training beneficial.

## PROGRAM DESCRIPTION

Department Secretary of State

Program Name Securities Division

Program is found in the following core budget(s): Operating Core

### 1. What does this program do?

The Securities Division provides investor protection to the citizens of Missouri through the administration and enforcement of the Missouri Securities Act of 2003 and the Model Commodities Code. Enforcement includes investigations, issuance of subpoenas, issuance of administrative orders prohibiting violations, the commencement of civil actions in circuit court and referrals of criminal matters to state and federal prosecutors. Administration includes the registration of broker-dealers, their agents, investment advisers and their representatives, the registration of securities, and the notice-filing of federal covered securities and state exemptions from registration. Investor Education includes the preparation and printing of education materials for seminars, presentations and other public events and funding for financial education in elementary and high schools.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Securities Act of 2003, Section 409.1-101 et seq., RSMo., and 2003 Model Commodities Code, 409.800 et seq., RSMo.

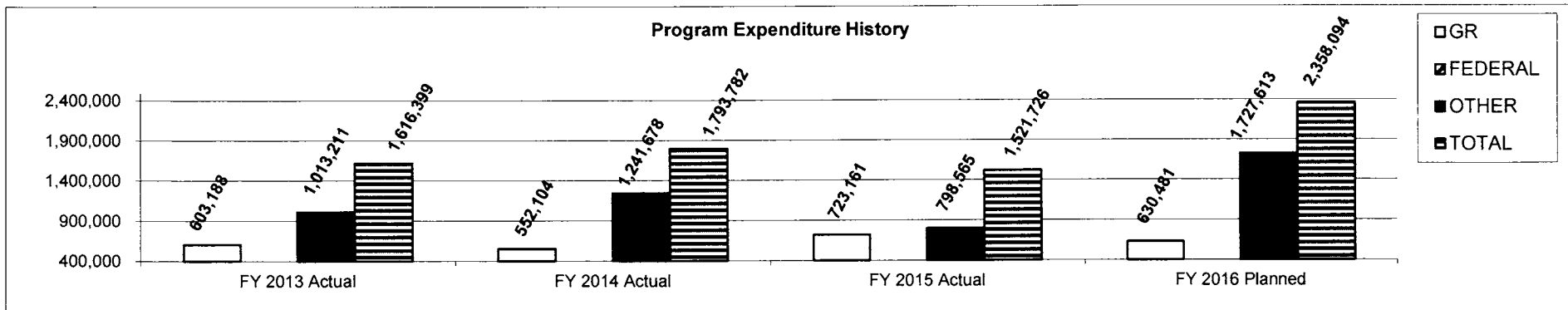
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

<b>Department Secretary of State</b>				
<b>Program Name Securities Division</b>				
<b>Program is found in the following core budget(s): Operating Core</b>				
<b>6. What are the sources of the "Other " funds?</b>				
Investor Education and Protection Fund (0829)				
<b>7a. Provide an effectiveness measure.</b>				
Measuring the effectiveness of law enforcement is difficult. Stronger investor protection should result in a lower percentage of complaints involving fraud and unregistered activity.				
<b>7b. Provide an efficiency measure.</b>				
Measuring the efficiency of law enforcement is difficult. Law enforcement is more efficient with increased case analysis and prompt action.				
<b>7c. Provide the number of clients/individuals served, if applicable.</b>				
	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
Registered securities sellers/advisers				
- Broker-dealers	1,691	1,694	1,650	1,658
- Broker-dealer agents	125,571	135,727	138,421	144,358
- Investment advisers-registered	301	377	378	393
- Federal Advisers-notice filed	1,217	1,259	1,292	1,327
- Investment adviser representatives	8,924	9,795	9,959	10,395
Registered securities offerings	50	32	44	40
Federal covered securities notice-filings	2,733	1,950	2,929	2,714
State exemption notice-filings	31	29	26	18
	<b>FY2012</b>	<b>FY2013</b>	<b>FY 2014</b>	<b>FY 2015</b>
Enforcement investigations opened	110	93	111	102
BDIA examinations/audits	159	90	96	107
Administrative enforcement orders	37	31	27	41
Prison sentences ordered from Securities Referrals (in years)	16 yrs 6 mths	31 yrs 9 mths	116 yrs 9 mths	17 yrs 1 mth
Victim restitution orders	9	12	8	14
Amount of restitution ordered	\$ 5,703,834.99	\$7,458,290.68	\$6,605,290.67	\$15,700,309.88
<b>7d. Provide a customer satisfaction measure, if available.</b>				

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Business Services

**Program is found in the following core budget(s):** Operating Core

### 1. What does this program do?

The Business Services Division is comprised of four business units: Corporations, Uniform Commercial Code (UCC), Commissions, and the Safe at Home Program. Corporations is responsible for receiving, filing and maintaining all business and corporate filings that are required by law, as well as handling service of process and filing and maintaining trademark and service mark registrations. UCC is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law. Commissions is responsible for receiving, filing and maintaining notary applications; documenting and providing certificates to gubernatorial appointees; processing certifications and apostilles for international documents; and handling foreign extraditions. The *Safe at Home* Program is an address confidentiality program which provides survivors of sexual assault, rape, stalking and domestic violence a substitute mailing address to use on new records they create with state agencies, local government agencies, and the courts.

Each work area is responsible for answering customer inquiries timely and accurately whether by phone, in person, or through correspondence with the office. Business Services has field offices in St. Louis, Kansas City, and Springfield.

All filings in our Corporations unit utilize SystemWORKS, our new filing software. Nearly all corporate filings may now be filed online through our new system, as well as all UCC filings.

The Business Services Division also efficiently serves customers through access to business records and images 24 hours a day, seven days a week through the Secretary of State's web site.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Statutes 28, 274, 347, 349, 351, 352, 354, 355, 356, 357, 358, 359, 362, 375, 380, 388, 394, 400, 417, 486, 506 and 589

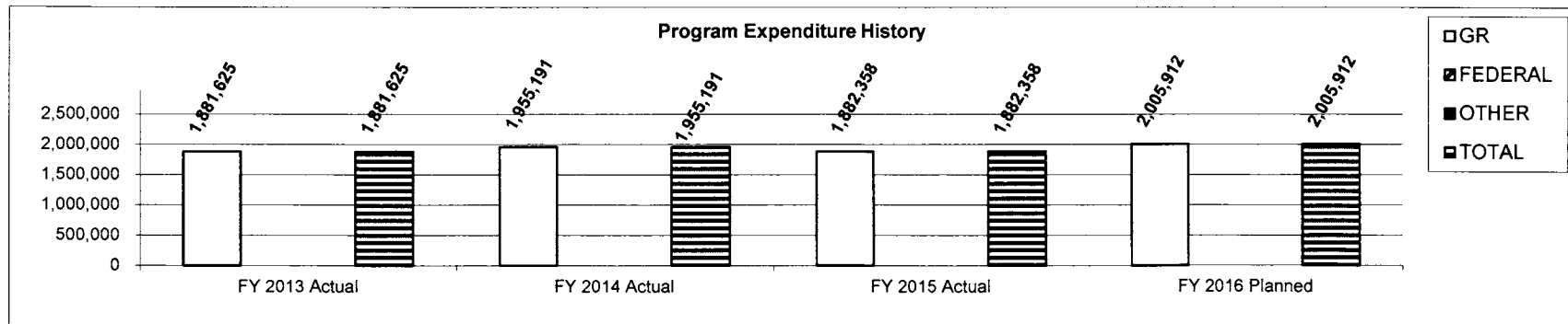
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Business Services

**Program is found in the following core budget(s):** Operating Core

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

The Business Services Division tracks turn-around time for all documents processed. Newly introduced online services now provide customers the ability to instantly file most documents. Average processing time for paper documents is 2-5 days or less. Walk-in customers receive immediate processing of their documents, with only a few exceptions that need more specialized review. Mail for *Safe at Home* participants is processed and sent out to the participants the same day as received.

**7b. Provide an efficiency measure.**

Business Filings			
	Online Filings	Paper Filings	Total
FY2015	196,906	91,114	288,020

UCC Filings			
	Online Filings	Paper Filings	Total
FY2015	147,521	11,448	158,969

**7c. Provide the number of clients/individuals served, if applicable.**

The Business Services Division processes approximately 900,000 documents annually (includes notary, service of process, trademarks, certificate requests, and all accepted and rejected corporate filings). For FY2014, the Division averaged 8,203 unique visitors accessing the Division's website every day and almost 300 individuals visited our offices every week. The *Safe at Home* program continues to grow as over 2,000 participants have been served by the *Safe at Home* Address Confidentiality Program since the program began in 2007.

**7d. Provide a customer satisfaction measure, if available.**

In May 2014, our Division conducted a short online customer survey and 429 customers responded. Customers were asked to rate our services on a scale of 1-5, with 5 indicating "most satisfied." Over 90% rated the Division's overall quality of service a 4 or a 5, and 75% provided a 4 or 5 when asked to compare their experience with the Division compared to other state agencies.



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Information Technology Division

**Program is found in the following core budget(s):** Operating Core

### 1. What does this program do?

The Secretary of State (SOS) Information Technology Division provides a full range of information systems management services to all sections of the Office of Secretary of State. Specific network infrastructure services provided to the Office of the Secretary of State include basic help desk support; desktop, notebook and other computer peripheral installation, maintenance and management; printer installation management and maintenance; network design, installation, management and security, including routers, switches, firewalls and intrusion detection systems; and server installation, administration and management. Specific information system management services provided to the Office of Secretary of State include information system and business process analysis and design; information system development and maintenance; project management; and disaster recovery and business continuity planning. Additionally, the SOS Information Technology Division is responsible for the development, maintenance and management of the Internet, intranet, and extranet presence of the Office of Secretary of State. SOS Information Technology Division works in cooperation with the SOS Elections Division to provide oversight and management of a centralized voter registration system to the local election authorities of each election jurisdiction in the State of Missouri.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 28.160

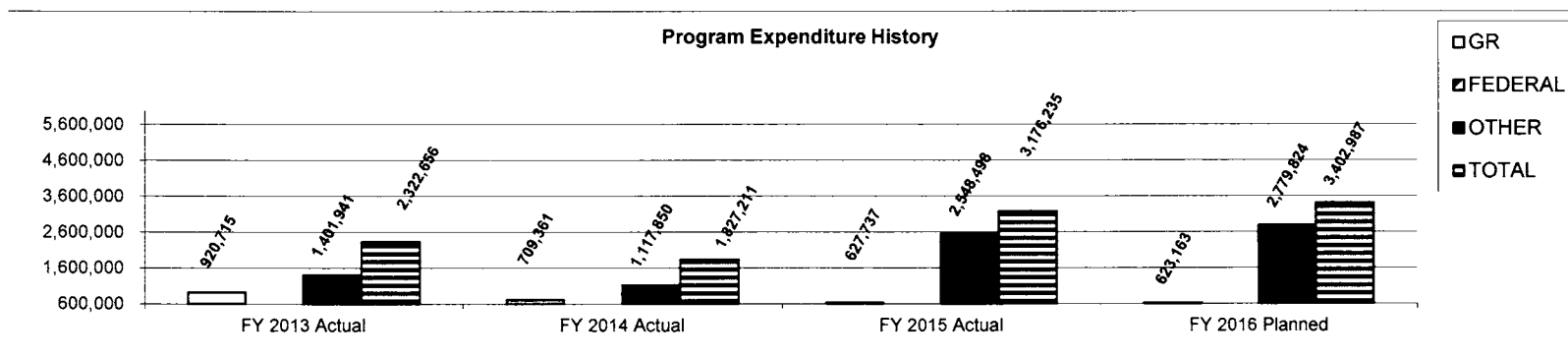
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



### 6. What are the sources of the "Other " funds?

Secretary of State Technology Trust Fund (0266)

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Information Technology Division

**Program is found in the following core budget(s):** Operating Core

**7a. Provide an effectiveness measure.**

The following measures have been identified as important in determining, managing and improving the overall effectiveness of services delivered.

	Actual
Network Availability	99.95%
Service Request Ticket Volume	250/month
Number of Completed Projects	46

**7b. Provide an efficiency measure.**

The following measures have been identified as important in determining, managing and improving the overall efficiency of services delivered.

	Actual
Service Request Ticket Turnaround Time (Avg)	5 hr 17 min

**7c. Provide the number of clients/individuals served, if applicable.**

The SOS Information Technology Division supports all SOS staff as well as the Local Elections Authorities and their staff in each county. Additionally, the SOS IT Division indirectly supports the hundreds of thousands of citizens that interact with the other SOS divisions through their various online applications and services.

SOS Staff	269.3
Local Elections Authorities and Staff	1200
System transactions completed by citizens or businesses	>5,000,000

**7d. Provide a customer satisfaction measure, if available.**

Customer satisfaction is an important measure in validating the overall effectiveness and efficiency of our operation and the services provided. Satisfaction measures include over 99% website availability.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** Operating Core

### 1. What does this program do?

The State Library works to improve library service throughout Missouri and for state government. It provides leadership and expertise in library and information services, promotes the establishment and development of stronger libraries, and maintains quality library service to the legislature and the executive branch agencies as well as other state and local governments.

#### Reference Services

The Reference Services Division of the Missouri State Library provides research services to Missouri state government employees, executive branch agencies, and members of the Missouri General Assembly. Resources used to provide these services include searchable collections of electronic journals, newspapers, and e-books, as well as print books, journals, and federal and state government publications. Reference Services also provides training to Missouri state government employees on the division's resources, compiles news articles about Missouri state government from nine Missouri newspapers for inclusion in *Keeping Up*, maintains a digital library of Missouri state government publications, and contributes to MOBIUS, a statewide library consortium. Also, as a member of a global partnership of libraries and research institutions, Reference Services borrows materials for state employees from institutions across the world.

#### Library Development

The Library Development Division of the Missouri State Library distributes state aid, federal and private grant funds and provides literacy and technical assistance, training and continuing education, and administrative guidance to local libraries to strengthen and expand the quality and availability of library services appropriate to meet the educational, cultural, workforce, personal and social development needs of Missourians, particularly persons with difficulty using the library, those in underserved rural and urban areas, and those with limited functional literacy or information skills. Particular focus is given to assisting libraries in expanding early literacy activities to ensure children have the skills they need to learn to read; summer reading programs to ensure children retain their reading skills over the summer; resource sharing among libraries so that all library users can make use of materials in any library in the state; and technology assistance for the equipment and internet access needed to access information, support education, and apply for jobs.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo Ch181; Mo Constitution, Article X, Section 10. Library Services and Technology Act; Public Law 104-298, as amended.

### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

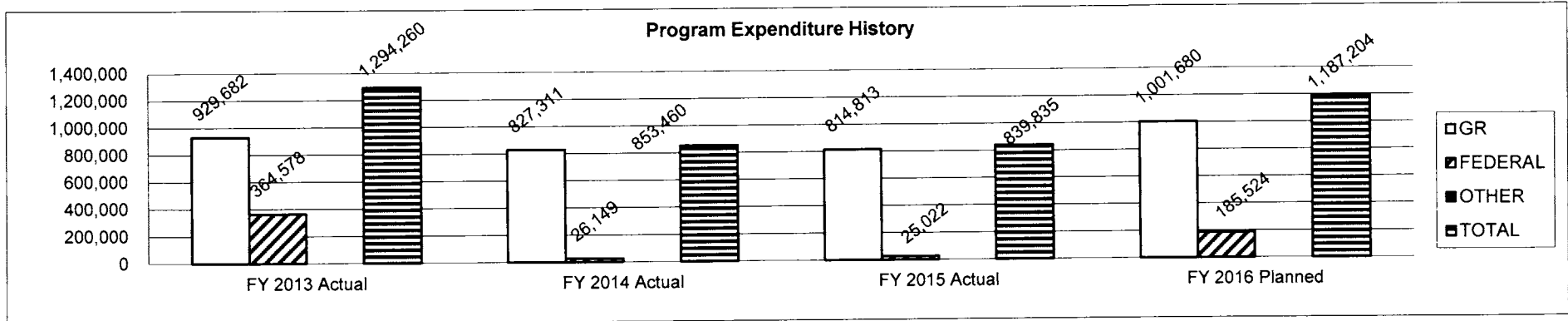
## PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): Operating Core

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

None.

7a. Provide an effectiveness measure.

### Reference Services

**1,584,215** - web hits for Governor's Executive Orders on website in FY15. Reference Services is unique in offering not just the text but the images of executive orders covering more than three decades.

**2,648** - number of print items checked out in FY15

**6,854** - (estimated) - articles evaluated for *Keeping Up* in FY15.

**1,220** - digital state government documents added in FY15 for a total of 5,005 digital state government documents in Internet Archive in FY15.

### Library Development

	FY2013	FY2014	FY2015
Population Served	5,450,526	5,470,525	5,476,144

### Federal Grants Awarded

The LSTA 2008-2012 plan evaluation showed 72% of public libraries consider federally-funded grant opportunities as Very Important or Critical in being able to serve patrons well.

	FY2013	FY2014	FY 2015
Federal Grants Awarded	205	156	207

## PROGRAM DESCRIPTION

**Department: Secretary of State**

**Program Name: Library Services**

**Program is found in the following core budget(s): Operating Core**

### ***Resource Sharing Statistics***

Loans filled and requested by Missouri public libraries. Requests could be filled by libraries of all types in Missouri and beyond.

	FY2013	FY2014	FY2015
<b>Interlibrary Loans Requested</b>	210,426	179,569	172,260
<b>Interlibrary Loans Filled</b>	117,228	111,599	112,803

**7b. Provide an efficiency measure.**

### **Reference Services statistics:**

#### **Database cost/usage:**

**\$ 26,034 / 274,225 = \$0.10/info unit delivered** Seven database subscriptions are purchased for use by state employees.

#### **Interlibrary loan:**

**633** - Number of state employee interlibrary loan requests handled in FY14. 91% of those requests were for articles.

**121** - Number of items in Reference Services' collections loaned to patrons of other libraries and research institutions.

**11** - Average number of clock hours - from the moment a request appeared in our ILL system until it was marked completed by our staff - for us to successfully fill a request sent to us by another library or research institution. **Institutions who filled requests for Reference**

**Services' patrons averaged a 57-hour turnaround time.**

### **Library Development**

The LSTA 2008-2012 plan evaluation conducted by an independent evaluator showed that the Library Development Division of the Missouri State Library is a strong and vital resource for Missouri's citizens in that Library Development staff 1) conducts qualitative assessment on an ongoing basis to monitor progress toward meeting Plan goals; 2) strives to find innovative ways to tie staff training to local program development and implementation; 3) encourages use of technology to strengthen services; and 4) continues to search for ways to improve library services in underserved areas.

**7c. Provide the number of clients/individuals served, if applicable.**

### **Reference Services statistics:**

**3,164** - Number of Keeping Up subscribers

**2,789** - Number of Missouri State Library cardholders

**949** - Number of cardholders who also subscribe to Keeping Up

**114,367** - Visitors to Reference Services pages

### **Library Development statistics:**

#### **State Aid to Public Libraries:**

Eligible library districts, per FY

Population of library districts

State Aid funds distributed

	FY2013	FY2014	FY2015
Eligible library districts, per FY	164	165	166
Population of library districts	5,450,526	5,470,525	5,476,144
State Aid funds distributed	\$3,504,001	\$3,504,001	\$3,504,001

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** Operating Core

**Summer Reading Club:**

Youth summer reading club participants

Teen summer reading club participants

2013	2014	2015*
187,538	213,216	156,536
32,767	61,483	29,492

\*Note a large library system changed its traditional summer reading program to an online version which greatly impacted the participant count.

**7d. Provide a customer satisfaction measure, if available.**

**Reference Services statistics:**

Reference Services has maintained an emphasis on instructing state government employees on effective use of the digital research tools the division provides, which contain journal articles, ebooks, reports and data crucial to the work these employees do for Missourians.

**Customer satisfaction from Reference Services' classes:**

**348** - The number of state employees who attended the 33 classes and presentations Reference Services provided in FY15.

**81%** - The percentage of classes that were directly requested by employees of the House of Representatives, the Gaming Commission, the Departments of Agriculture, Health and Senior Services, Mental Health, Natural Resources, Social Services, Economic Development, Labor, and Conservation.

**100%** - The percentage of class attendees surveyed who either agreed or strongly agreed that the classes were helpful and effective, the instructor was knowledgeable and effective, and that the content presented in class would help improve their job performance.

**Library Development**

Training sessions

Attendance

FY2013	FY2014	FY2015
433	325	440
2,939	1,869	2,449

\*\*Please note during FY13, the State Library provided access to an online continuing education service that was discontinued in FY14. A new online service started January 2015.

Library staff give consistently high ratings to training provided, whether in person or online.

Surveys results from the LSTA FY2008-2012 evaluation show that CE training events are perceived by most participants as being an effective tool for increasing understanding of new library practices and procedures. Furthermore, most participants report sharing information with other staff and applying what they have learned to programming and services.

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Wolfner Library

**Program is found in the following core budget(s):** Operating Core

### 1. What does this program do?

The Wolfner Talking Book and Braille Library is a free library service available to anyone in the State of Missouri certified as unable to read standard print materials due to a visual or physical disability. The library collection consists of more than 238,000 volumes of books in large-print and Braille formats as well as non-print formats (audio recordings for books and magazines) on a broad range of fiction and non-fiction topics, for all ages. Wolfner Library staff also facilitate patron downloading of digital books from BARD, a national repository of talking books for eligible citizens. The library loans machines to those using the recorded materials. The current machine collection (both circulating and in-house) numbers in excess of 57,000 items. Books, magazines and machines are mailed to and from library patrons, wherever they reside in the state, at no charge. Over 15,000 Missourians actively use the Wolfner Library service. The latest US Census estimate indicates that over 140,000 Missourians have visual disabilities. The goal of Wolfner's outreach program is to reach as many eligible citizens as possible. Volunteers assist in this program by preparing outreach packets and mailings, adding labels to envelopes, cartridges and containers, adding braille to picture books, and recording audio versions of books with a Missouri connection. The Wolfner Recording Studio produces recorded books by local authors and makes them available on BARD, making the Wolfner collection accessible to patrons nation-wide.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 181.065 and PL 89-522

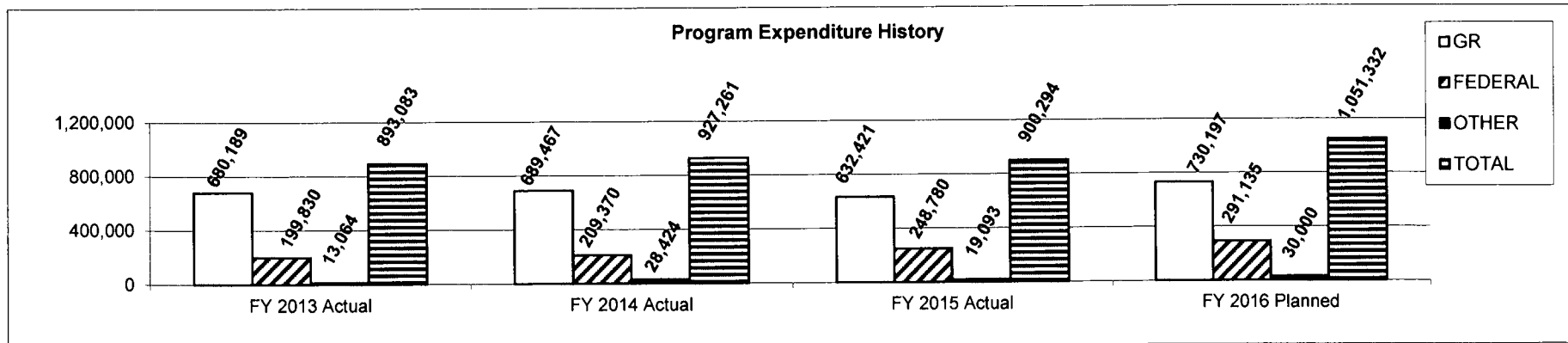
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

Public Law 89-522 establishes a national program to provide library service to everyone in the United States who cannot use standard print. Each state provides services to the blind and physically disabled under the direction of the National Library Service.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



**PROGRAM DESCRIPTION**

**Department:** Secretary of State

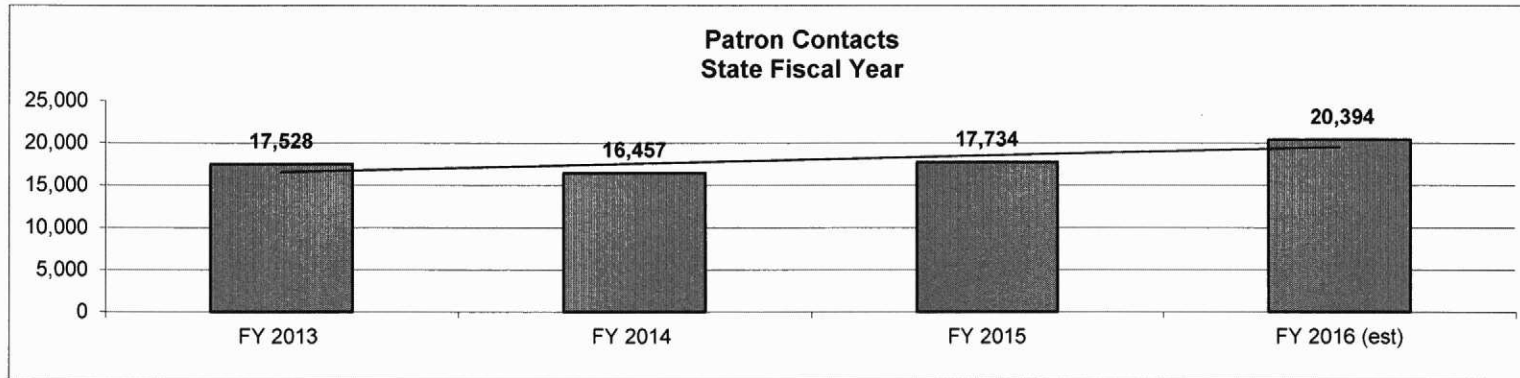
**Program Name:** Wolfner Library

**Program is found in the following core budget(s):** Operating Core

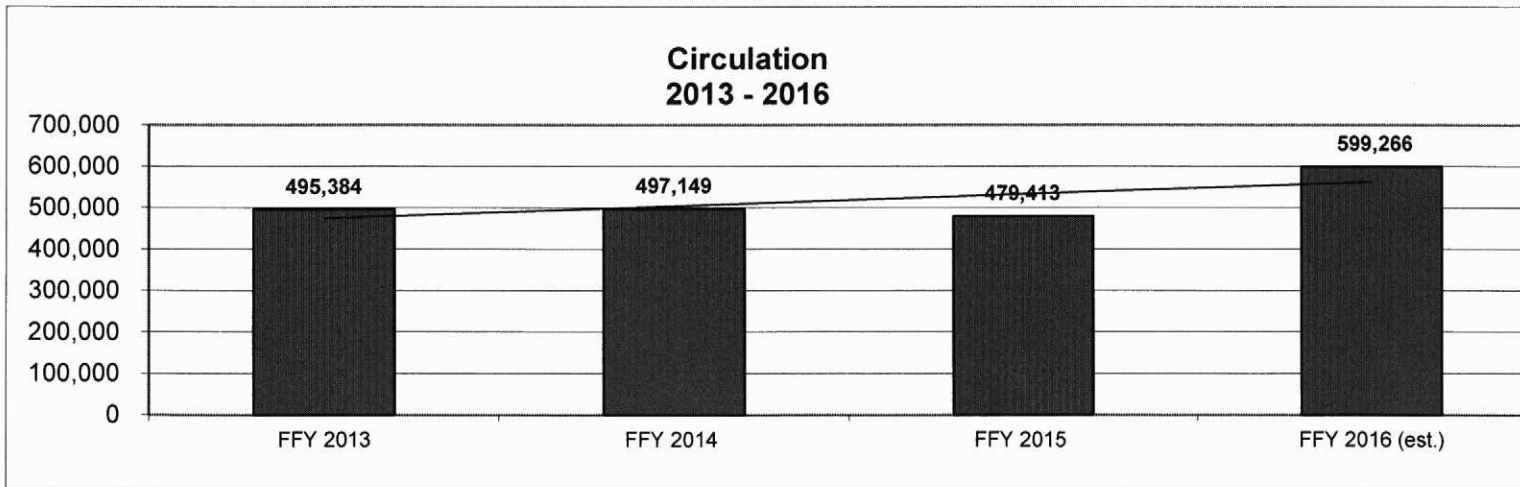
**6. What are the sources of the "Other " funds?**

Wolfner Library Trust Fund (0928)

**7a. Provide an effectiveness measure.**



**7b. Provide an efficiency measure.**





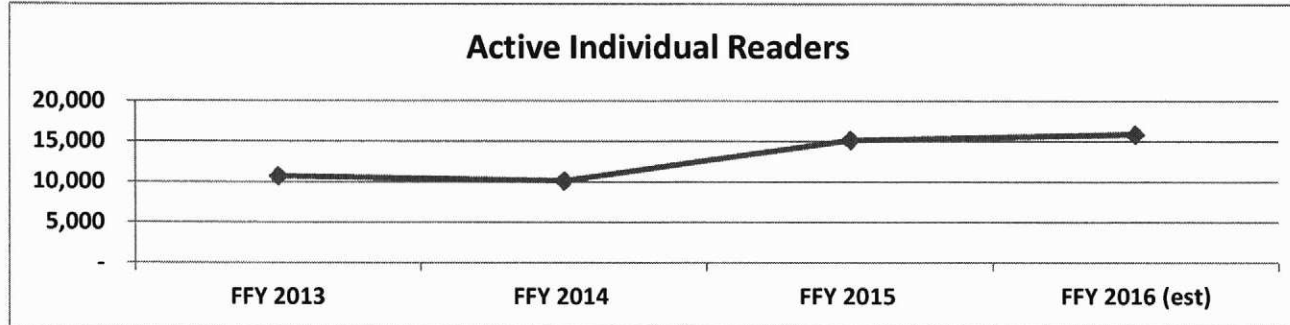
**PROGRAM DESCRIPTION**

**Department:** Secretary of State

**Program Name:** Wolfner Library

**Program is found in the following core budget(s):** Operating Core

**7c. Provide the number of clients/individuals served, if applicable.**



**7d. Provide a customer satisfaction measure, if available.**

**Wolfner Library Patron Survey**

Wolfner conducted a patron survey in 2015. The survey was included as part of the quarterly newsletter and was available via the website. Ratings for services are shown below.

2015: Excellent: 82%  
Very Good: 16%  
Fair: 2%

2012: Excellent: 74%  
Very Good: 23%  
Fair: 2%



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>GRANTS AND PROJECTS</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
SECRETARY OF STATE-FED & OTHER	7	0.00	22,014	0.00	22,014	0.00	0	0.00	
TOTAL - EE	7	0.00	22,014	0.00	22,014	0.00	0	0.00	
<b>PROGRAM-SPECIFIC</b>									
SECRETARY OF STATE-FED & OTHER	0	0.00	177,986	0.00	177,986	0.00	0	0.00	
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	0	0.00	
<b>TOTAL</b>	<b>7</b>	<b>0.00</b>	<b>200,000</b>	<b>0.00</b>	<b>200,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$7</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23142C
<b>Division</b>	Administrative Services		
<b>Core -</b>	Federal Grants, Donations, Projects	<b>HB Section</b>	12.040

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request					FY 2017 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
<b>PS</b>	0	0	0	0	<b>PS</b>	0	0	0	0
<b>EE</b>	0	22,014	0	22,014	<b>EE</b>	0	0	0	0
<b>PSD</b>	0	177,986	0	177,986	<b>PSD</b>	0	0	0	0
<b>TRF</b>	0	0	0	0	<b>TRF</b>	0	0	0	0
<b>Total</b>	0	200,000	0	200,000	<b>Total</b>	0	0	0	0
<b>FTE</b>	0.00	0.00	0.00	0.00	<b>FTE</b>	0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

**2. CORE DESCRIPTION**

The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as the Department of Elementary and Secondary Education, the Department of Health and Senior Services, the Department of Mental Health, and the Department of Social Services. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.

The Secretary of State currently has no active grants utilizing this fund.

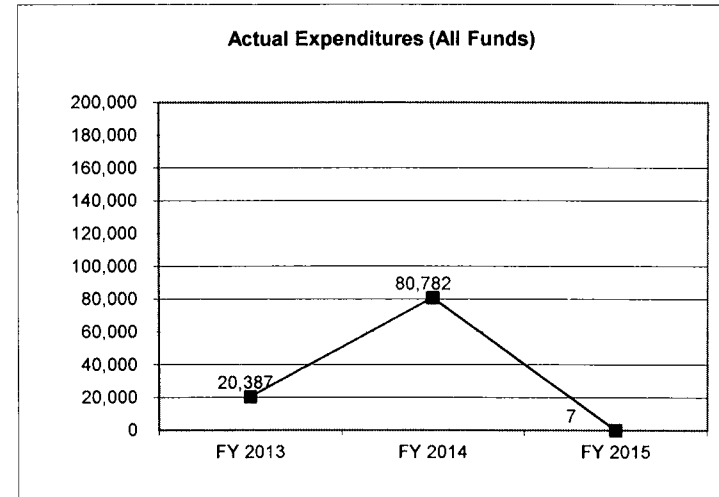
**3. PROGRAM LISTING (list programs included in this core funding)**

**CORE DECISION ITEM**

<b>Department</b>	<u>Secretary of State</u>	<b>Budget Unit</b>	<u>23142C</u>
<b>Division</b>	<u>Administrative Services</u>		
<b>Core -</b>	<u>Federal Grants, Donations, Projects</u>	<b>HB Section</b>	<u>12.040</u>

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	200,000	200,000	200,000	200,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	200,000	200,000	N/A
Actual Expenditures (All Funds)	20,387	80,782	7	N/A
Unexpended (All Funds)	179,613	119,218	199,993	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	179,613	119,218	199,993	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

This appropriation has enabled the receipt of numerous National Historical Publications and Records Commission (NHPRC) grants.

# CORE RECONCILIATION DETAIL

## SECRETARY OF STATE GRANTS AND PROJECTS

### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	22,014	0	22,014	
	PD	0.00	0	177,986	0	177,986	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>GRANTS AND PROJECTS</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	1,000	0.00	1,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	0	0.00	3,000	0.00	3,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	7	0.00	18,000	0.00	18,000	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	1	0.00	1	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - EE	7	0.00	22,014	0.00	22,014	0.00	0	0.00
PROGRAM DISTRIBUTIONS	0	0.00	177,986	0.00	177,986	0.00	0	0.00
TOTAL - PD	0	0.00	177,986	0.00	177,986	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$7</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$200,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$7	0.00	\$200,000	0.00	\$200,000	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Federal grants, donations, contracts

**Program is found in the following core budget(s):** Administrative Services

### 1. What does this program do?

The opportunity to apply for federal funding and other grants comes at various times throughout the fiscal year. Not all of the funding opportunities can be foreseen ahead of time. This appropriation has the effect of substantially increasing the department's ability to take advantage of funds which may become available between sessions.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

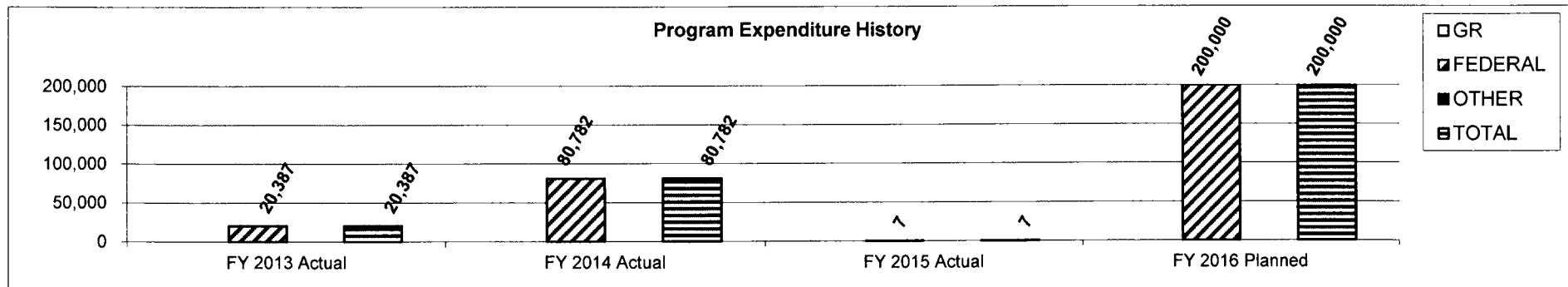
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



### 6. What are the sources of the "Other " funds?



## PROGRAM DESCRIPTION

**Department: Secretary of State**

**Program Name: Federal grants, donations, contracts**

**Program is found in the following core budget(s): Administrative Services**

**7a. Provide an effectiveness measure.**

Funding from other sources for innovative projects increases our ability to apply for alternative funding sources.

**7b. Provide an efficiency measure.**

Having this appropriation has ensured that the projects have started and been completed in a timely manner. The process has not been delayed while waiting to receive spending authority to spend the grant monies.

**7c. Provide the number of clients/individuals served, if applicable.**

The scope will depend on each innovative project identified and completed.

**7d. Provide a customer satisfaction measure, if available.**

Faster completion will improve satisfaction and result in more innovative projects.

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>REFUNDS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
GENERAL REVENUE	31,030	0.00	50,000	0.00	50,000	0.00	0	0.00	
TOTAL - PD	31,030	0.00	50,000	0.00	50,000	0.00	0	0.00	
TOTAL	31,030	0.00	50,000	0.00	50,000	0.00	0	0.00	
GRAND TOTAL	\$31,030	0.00	\$50,000	0.00	\$50,000	0.00	\$0	0.00	

9/21/15 15:35

im\_disummary

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23145C
<b>Division</b>	Refunds Core	<b>HB Section</b>	12.045
<b>Core</b>	Refunds		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	0	50,000
TRF	0	0	0	0
<b>Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:      None

Other Funds:

**2. CORE DESCRIPTION**

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds should there be more overpayments than anticipated. This appropriation is used for refunds occurring in all areas within the office except special funds.

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area. We have expanded online filing in Business Services, which automatically determines the total fees owed, and these are then paid by credit card and ACH debit. Other divisions using this appropriation are Archives and Securities.

**3. PROGRAM LISTING (list programs included in this core funding)**

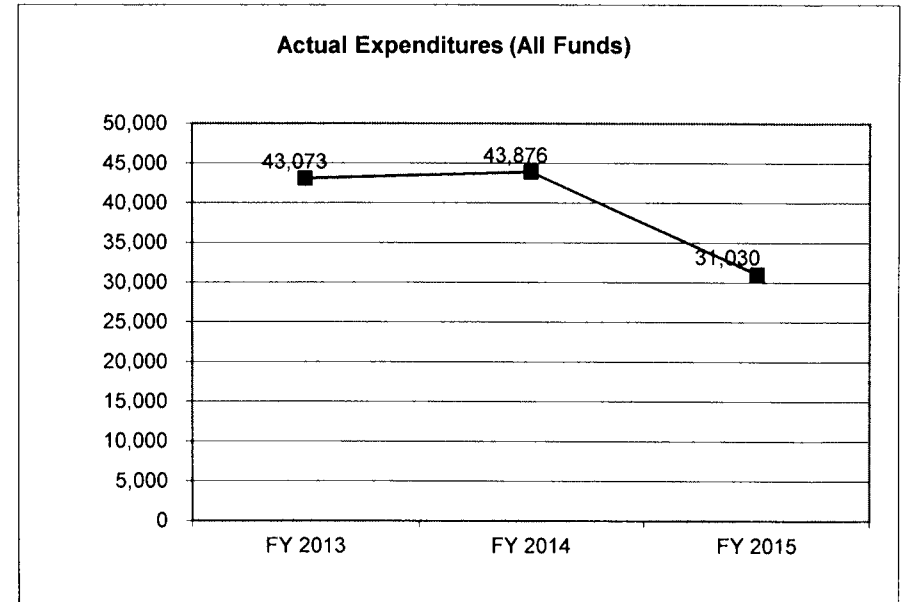
Refunds

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23145C</u>
<b>Division</b>	Refunds Core		
<b>Core</b>	Refunds	<b>HB Section</b>	<u>12.045</u>

**4. FINANCIAL HISTORY**

	<u>FY 2013 Actual</u>	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Current Yr.</u>
Appropriation (All Funds)	50,000	50,000	50,000	50,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	50,000	50,000	50,000	N/A
Actual Expenditures (All Funds)	43,073	43,876	31,030	N/A
Unexpended (All Funds)	6,927	6,124	18,970	N/A
Unexpended, by Fund:				
General Revenue	6,927	6,124	18,970	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
REFUNDS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	50,000	0	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	50,000	0	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	50,000	0	0	50,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REFUNDS								
CORE								
REFUNDS	31,030	0.00	50,000	0.00	50,000	0.00	0	0.00
TOTAL - PD	31,030	0.00	50,000	0.00	50,000	0.00	0	0.00
GRAND TOTAL	\$31,030	0.00	\$50,000	0.00	\$50,000	0.00	\$0	0.00
GENERAL REVENUE	\$31,030	0.00	\$50,000	0.00	\$50,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Refunds Core

**Program is found in the following core budget(s):** Refunds

**1. What does this program do?**

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an appropriation to allow timely payment of refunds should there be more overpayments than anticipated. This appropriation is used for refunds occurring in all areas within the office except special funds.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Missouri Constitution

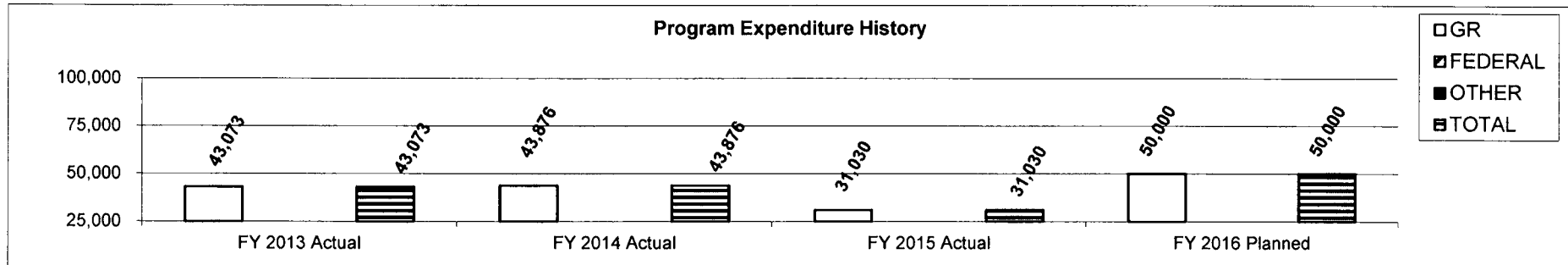
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Refunds Core

**Program is found in the following core budget(s):** Refunds

**6. What are the sources of the "Other " funds?**

None

**7a. Provide an effectiveness measure.**

None

**7b. Provide an efficiency measure.**

Rather than return a check for an incorrect amount and delay processing of the filing or other service, this office will deposit the check and refund the excess fee collected. These refunds provide faster and better service for customers of the Office of the Secretary of State.

**7c. Provide the number of clients/individuals served, if applicable.**

None

**7d. Provide a customer satisfaction measure, if available.**

None



## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>INVESTORS' RESTITUTION</b>									
<b>CORE</b>									
<b>PROGRAM-SPECIFIC</b>									
INVESTORS RESTITUTION FUND	634,283	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
TOTAL - PD	634,283	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
<b>TOTAL</b>	<b>634,283</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$634,283</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$2,000,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

# CORE DECISION ITEM

<b>Department:</b> Secretary of State					<b>Budget Unit</b> 23149C				
<b>Division:</b> Securities									
<b>Core:</b> Investor Restitution Fund					<b>HB Section</b> 12.050				

### 1. CORE FINANCIAL SUMMARY

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	2,000,000	2,000,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Investor Restitution (0741)

Other Funds:

### 2. CORE DESCRIPTION

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to victims of securities fraud. During the course of a year, it is never known how much money might be paid into the fund or needed for distribution from the fund. In 2013, one case resulted in \$1.6 million returned to investors.

### 3. PROGRAM LISTING (list programs included in this core funding)

Investor Restitution

# CORE DECISION ITEM

**Department:** Secretary of State

**Budget Unit** 23149C

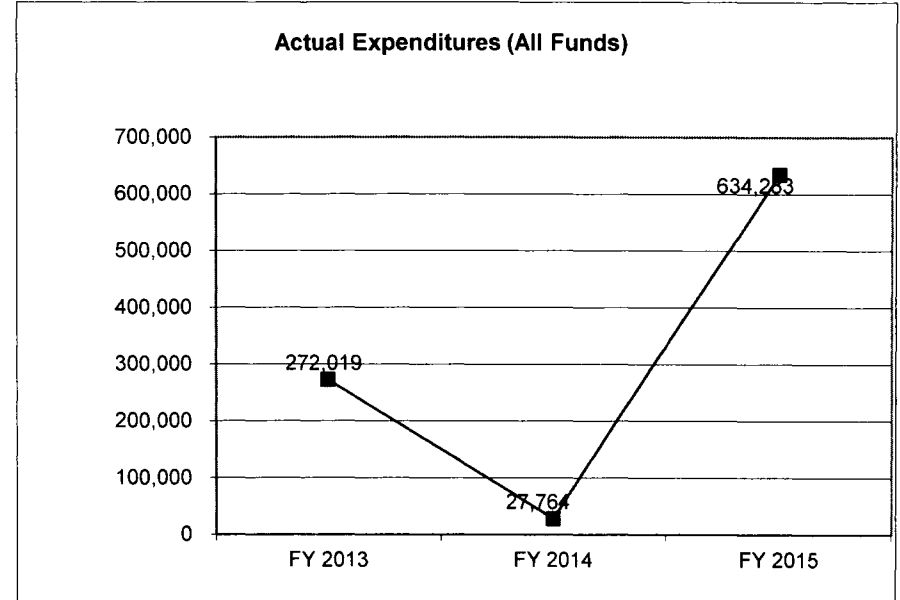
**Division:** Securities

**Core:** Investor Restitution Fund

**HB Section** 12.050

## 4. FINANCIAL HISTORY

	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Current Yr.
Appropriation (All Funds)	272,020	750,000	2,000,000	2,000,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	272,020	750,000	2,000,000	N/A
Actual Expenditures (All Funds)	272,019	27,764	634,283	N/A
Unexpended (All Funds)	1	722,236	1,365,717	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	722,236	1,365,717	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** Restitutions paid to securities fraud victims is dependent on court orders and cannot be projected.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
INVESTORS' RESTITUTION

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	2,000,000	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	2,000,000	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	2,000,000	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	634,283	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - PD	634,283	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
GRAND TOTAL	\$634,283	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$634,283	0.00	\$2,000,000	0.00	\$2,000,000	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Securities

**Program is found in the following core budget(s):** Investor Restitution Fund

**1. What does this program do?**

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to the victims of securities fraud in Missouri.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 409.6-603(e), RSMo.

**3. Are there federal matching requirements? If yes, please explain.**

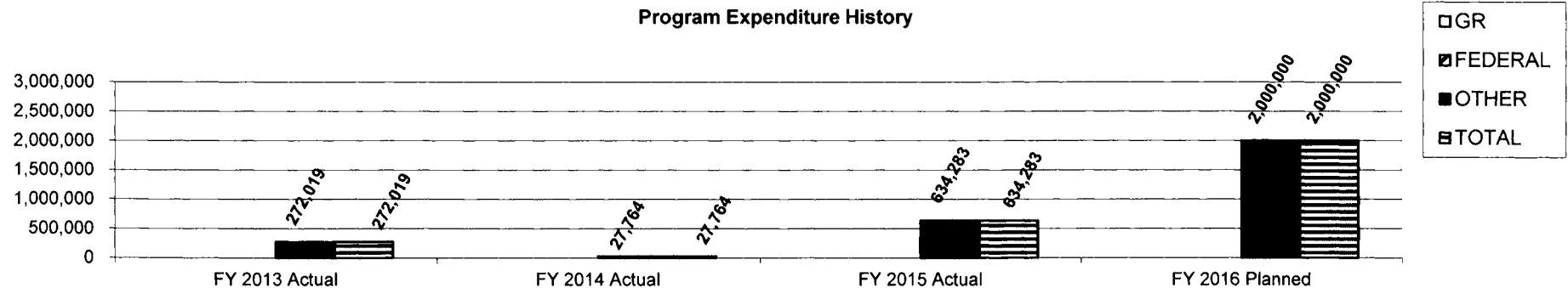
No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

**Program Expenditure History**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Securities

**Program is found in the following core budget(s):** Investor Restitution Fund

**6. What are the sources of the "Other " funds?**

Investor Restitution Fund (0741)

**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

Three hundred and seventy one payments were made to securities fraud victims in FY2012-15.

**7d. Provide a customer satisfaction measure, if available.**

Money is returned to victims of securities fraud.





## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>ELECTIONS PUBLIC NOTICE</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	1,062,547	0.00	100,000	0.00	100,000	0.00	0	0.00	
TOTAL - EE	1,062,547	0.00	100,000	0.00	100,000	0.00	0	0.00	
<b>TOTAL</b>	<b>1,062,547</b>	<b>0.00</b>	<b>100,000</b>	<b>0.00</b>	<b>100,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>Public Notice NDI - 1231001</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	2,500,000	0.00	0	0.00	
TOTAL - EE	0	0.00	0	0.00	2,500,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2,500,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$1,062,547</b>	<b>0.00</b>	<b>\$100,000</b>	<b>0.00</b>	<b>\$2,600,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23151C
<b>Division</b>	Elections	<b>HB Section</b>	12.055
<b>Core -</b>	Elections Public Notice		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

The Missouri Constitution and Section 116.260 RSMo require the Office of the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted on at an election. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly.

**3. PROGRAM LISTING (list programs included in this core funding)**

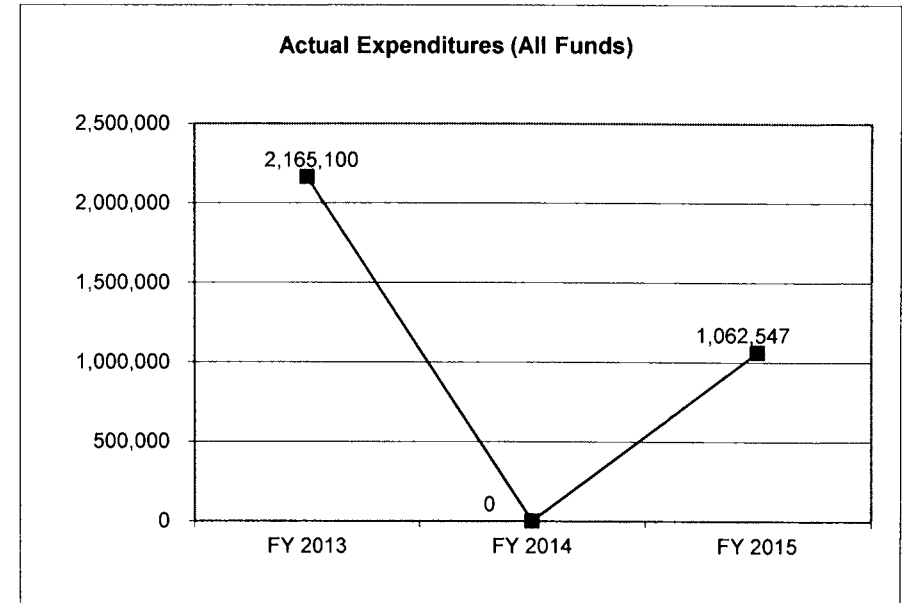
Elections Public Notice

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23151C</u>
<b>Division</b>	Elections		
<b>Core -</b>	Elections Public Notice	<b>HB Section</b>	<u>12.055</u>

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	2,165,100	100,000	1,189,218	100,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0		N/A
Budget Authority (All Funds)	2,165,100	100,000	1,189,218	N/A
Actual Expenditures (All Funds)	2,165,100	0	1,062,547	N/A
Unexpended (All Funds)	0	100,000	126,671	N/A
Unexpended, by Fund:				
General Revenue	0	100,000	126,671	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

In FY13, appropriation was increased from \$1,300,00 to \$2,154,100

**NOTES:**

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ELECTIONS PUBLIC NOTICE

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	100,000	0	0	100,000	
	<b>Total</b>	<b>0.00</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	100,000	0	0	100,000	
	<b>Total</b>	<b>0.00</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	100,000	0	0	100,000	
	<b>Total</b>	<b>0.00</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	1,062,547	0.00	100,000	0.00	100,000	0.00	0	0.00
TOTAL - EE	1,062,547	0.00	100,000	0.00	100,000	0.00	0	0.00
GRAND TOTAL	\$1,062,547	0.00	\$100,000	0.00	\$100,000	0.00	\$0	0.00
GENERAL REVENUE	\$1,062,547	0.00	\$100,000	0.00	\$100,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Elections Public Notice

### 1. What does this program do?

This requirement provides for the publication in local newspapers of the full text of statewide ballot measures. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Constitution, Article XII, Section 2b; Section 116.260, RSMo.

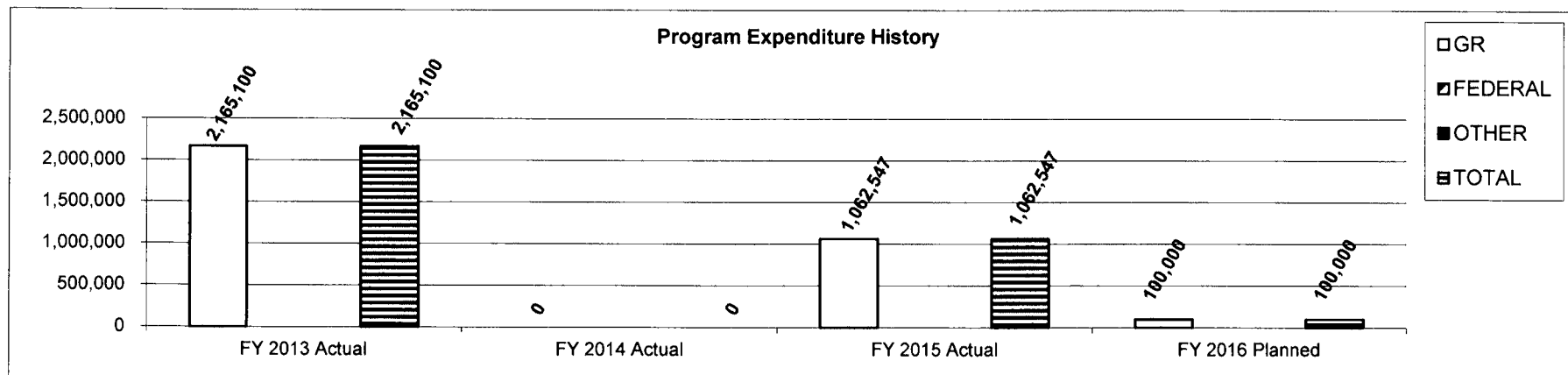
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Elections Public Notice

**6. What are the sources of the "Other " funds?**

None

**7a. Provide an effectiveness measure.**

Although a direct measure would be difficult, the intent of the program is to meet the statutory requirement to inform voters of the proposed changes to the state constitution and/or state statutes.

**7b. Provide an efficiency measure.**

Publishing requirements were met according to the state constitution and state statutes.

**7c. Provide the number of clients/individuals served, if applicable.**

Citizens of the State of Missouri.

**7d. Provide a customer satisfaction measure, if available.**

NEW DECISION ITEM									
RANK: <u>1</u>					OF <u>4</u>				
Department: <u>Secretary of State</u>					Budget Unit <u>23151C</u>				
Division: <u>Elections</u>									
DI Name: <u>Elections Public Notice</u>					DI#: <u>1231001</u>				
					House Bill <u>12.055</u>				
<b>1. AMOUNT OF REQUEST</b>									
FY 2017 Budget Request					FY 2017 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	2,500,000	0	0	2,500,000	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				
<b>2. THIS REQUEST CAN BE CATEGORIZED AS:</b>									
<input type="checkbox"/> New Legislation			<input type="checkbox"/> New Program			<input type="checkbox"/> Fund Switch			
<input type="checkbox"/> Federal Mandate			<input type="checkbox"/> Program Expansion			<input type="checkbox"/> Cost to Continue			
<input type="checkbox"/> GR Pick-Up			<input type="checkbox"/> Space Request			<input type="checkbox"/> Equipment Replacement			
<input type="checkbox"/> Pay Plan			<input checked="" type="checkbox"/> Other: <u>Increase to publish election notices in FY17</u>						
<b>3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.</b>									
<p>Missouri Constitution, Article XII, Section 2b and 116.260 RSMo requires the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted during an election. Additional funds are required to cover the cost of publishing the measures in local newspapers, which provides Missouri voters with information to make informed voting choices. This request will allow the State to meet its constitutional and statutory obligations during FY17.</p>									
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b>									



NEW DECISION ITEM																	
RANK: <u>1</u> OF <u>4</u>																	
Department: <u>Secretary of State</u>					Budget Unit <u>23151C</u>												
Division: <u>Elections</u>																	
DI Name: <u>Elections Public Notice</u>			DI#: <u>1231001</u>		House Bill <u>12.055</u>												
<p>The cost is dependent on the number of measures placed on the ballot by initiative petition or by joint resolution of the General Assembly. It is not possible to predict the number of ballot issues in a given year or the size each initiative petition's full text. This request is for an estimated appropriation of expenditures, which allows for timely payment of participating newspapers if additional issues are brought to the voters. The number of issues placed on the ballot for the primary/general elections has increased. This decision item is necessary to have funds available to cover the costs of additional ballot measures.</p> <p>Actual expenditures and number of ballot issues:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">FY2007 - \$1,158,155 - 6</td> <td style="width: 50%;">FY2008 - \$-0-</td> </tr> <tr> <td>FY2009 - \$1,349,126 - 5</td> <td>FY2010 - \$-0-</td> </tr> <tr> <td>FY2011 - \$1,020,281 - 6</td> <td>FY2013 - \$2,165,100 - 5</td> </tr> <tr> <td>FY2014 - \$-0</td> <td>FY2015 - \$1,062,547.11 - 9</td> </tr> </table>										FY2007 - \$1,158,155 - 6	FY2008 - \$-0-	FY2009 - \$1,349,126 - 5	FY2010 - \$-0-	FY2011 - \$1,020,281 - 6	FY2013 - \$2,165,100 - 5	FY2014 - \$-0	FY2015 - \$1,062,547.11 - 9
FY2007 - \$1,158,155 - 6	FY2008 - \$-0-																
FY2009 - \$1,349,126 - 5	FY2010 - \$-0-																
FY2011 - \$1,020,281 - 6	FY2013 - \$2,165,100 - 5																
FY2014 - \$-0	FY2015 - \$1,062,547.11 - 9																
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>																	
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS								
							0	0.0									
							0	0.0									
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0								
Professional Services (BOBC 400)	2,500,000						2,500,000		2,500,000								
<b>Total EE</b>	2,500,000		0		0		2,500,000		2,500,000								
	0				0		0										
<b>Total PSD</b>	0		0		0		0		0								
Transfers																	
<b>Total TRF</b>	0		0		0		0		0								
<b>Grand Total</b>	2,500,000	0.0	0	0.0	0	0.0	2,500,000	0.0	2,500,000								

NEW DECISION ITEM									
RANK: <u>1</u> OF <u>4</u>									
Department: <u>Secretary of State</u>					Budget Unit <u>23151C</u>				
Division: <u>Elections</u>									
DI Name: <u>Elections Public Notice</u>			DI#: <u>1231001</u>		House Bill <u>12.055</u>				
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services (BOBC 400)	0						0		0
<b>Total EE</b>	0		0		0		0		0
	0		0		0		0		0
<b>Total PSD</b>	0		0		0		0		0
	0		0		0		0		0
<b>Total TRF</b>	0		0		0		0		0
<b>Grand Total</b>	0	0.0	0	0.0	0	0.0	0	0.0	0
<b>6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with &amp; without additional funding.)</b>									
<b>6a. Provide an effectiveness measure.</b> Additional funding will permit the Secretary of State to meet statutory requirements to inform voters of the proposed changes to the state Constitution and/or state statutes.					<b>6b. Provide an efficiency measure.</b> Publishing requirements will be met according to the state Constitution and state statutes.				
<b>6c. Provide the number of clients/individuals served, if applicable.</b>  All registered Missouri voters.					<b>6d. Provide a customer satisfaction measure, if available.</b>				
<b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b>									
The Secretary of State will comply with state statutes relating to publication of statewide ballot measures.									

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTIONS PUBLIC NOTICE								
Public Notice NDI - 1231001								
PROFESSIONAL SERVICES	0	0.00	0	0.00	2,500,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	2,500,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$2,500,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$2,500,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>ABSENTEE BALLOTS</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	2,000	0.00	2,000	0.00	0	0.00	
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	57,517	0.00	48,000	0.00	48,000	0.00	0	0.00	
TOTAL - PD	57,517	0.00	48,000	0.00	48,000	0.00	0	0.00	
<b>TOTAL</b>	<b>57,517</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>Absentee Ballots NDI - 1231002</b>									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	20,000	0.00	0	0.00	
TOTAL - EE	0	0.00	0	0.00	20,000	0.00	0	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	0	0.00	120,000	0.00	0	0.00	
TOTAL - PD	0	0.00	0	0.00	120,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>140,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$57,517</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$190,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23148C</u>
<b>Division</b>	Elections		
<b>Core -</b>	Absentee Ballots	<b>HB Section</b>	<u>12.060</u>

## **1. CORE FINANCIAL SUMMARY**

FY 2017 Budget Request					FY 2017 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	2,000	0	0	2,000	EE	0	0	0	0
PSD	48,000	0	0	48,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

Other Funds:

## **2. CORE DESCRIPTION**

This core is to allow the Elections Division to pay election authorities for using business reply permit on absentee envelopes returned by voters in accordance with 115.285 RSMo. The Secretary of State reimburses local election authorities for these expenses so voters are not required to pay postage for returning an absentee ballot through the mail.

## **3. PROGRAM LISTING (list programs included in this core funding)**

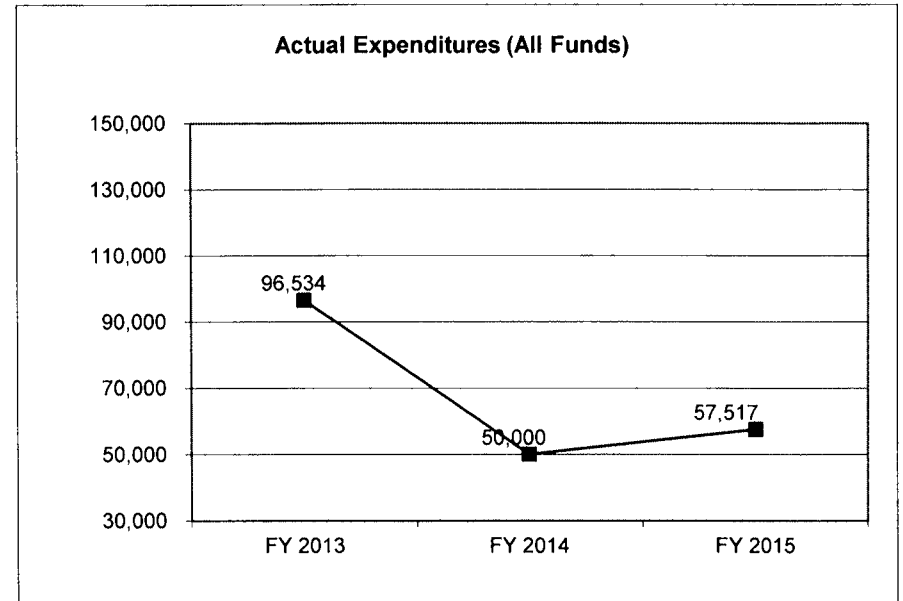
Absentee Ballots

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23148C
<b>Division</b>	Elections		
<b>Core -</b>	Absentee Ballots	<b>HB Section</b>	12.060

## 4. FINANCIAL HISTORY

	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Current Yr.
Appropriation (All Funds)	96,535	50,000	151,000	50,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	96,535	50,000	151,000	N/A
Actual Expenditures (All Funds)	96,534	50,000	57,517	N/A
Unexpended (All Funds)	1	0	93,483	N/A
Unexpended, by Fund:				
General Revenue	1	0	93,483	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** FY2013 Appropriation was increased by \$16,535

# CORE RECONCILIATION DETAIL

## SECRETARY OF STATE ABSENTEE BALLOTS

### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	2,000	0	0	2,000	
	PD	0.00	48,000	0	0	48,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	2,000	0	0	2,000	
	PD	0.00	48,000	0	0	48,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	2,000	0	0	2,000	
	PD	0.00	48,000	0	0	48,000	
	<b>Total</b>	<b>0.00</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>ABSENTEE BALLOTS</b>								
<b>CORE</b>								
SUPPLIES	0	0.00	2,000	0.00	2,000	0.00	0	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00
PROGRAM DISTRIBUTIONS	57,517	0.00	48,000	0.00	48,000	0.00	0	0.00
TOTAL - PD	57,517	0.00	48,000	0.00	48,000	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$57,517</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$57,517	0.00	\$50,000	0.00	\$50,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Absentee Ballots

**1. What does this program do?**

This program allows voters to return their absentee ballots to their local election authority at no expense to the voter. The local election authority prints a business reply permit on absentee ballot envelopes. The Secretary of State, through this appropriation, reimburses the local election authority for the expenses incurred.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 115.285, RSMo.

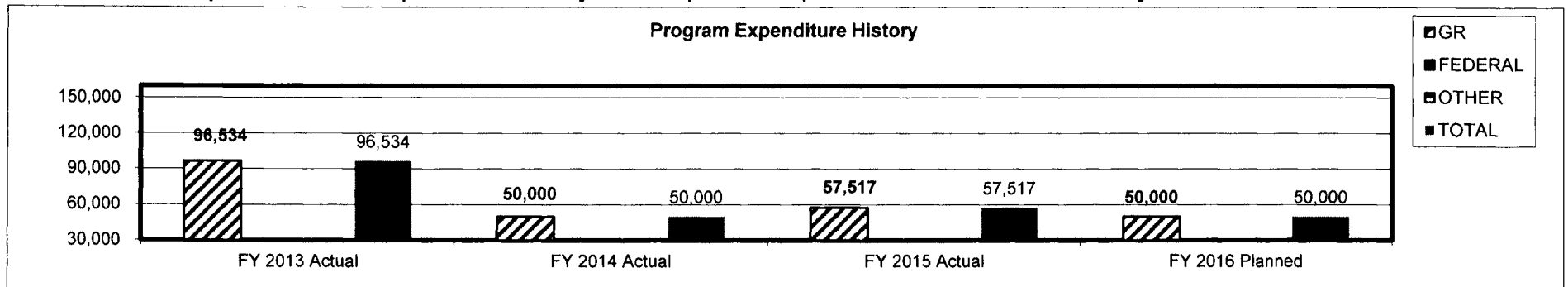
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

None

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Absentee Ballots

**7a. Provide an effectiveness measure.**

Since the enactment of this law in 1999, voters incur no expense to vote absentee by mail.

**7b. Provide an efficiency measure.**

Payments to local elections authorities are made, if possible, within 10 days of submission date.

**7c. Provide the number of clients/individuals served, if applicable.**

116 local elections authorities and thousands of absentee voters.

In Calendar Year 2008, 344,199 absentee ballots were cast.

In Calendar Year 2010, 173,639 absentee ballots were cast.

In Calendar Year 2012, 271,972 absentee ballots were cast.

In Calendar Year 2014, 137,006 absentee ballots were cast.

With the presidential primary held in the spring of 2016, the Office is estimating approximately 350,000 absentee ballots will be cast in FY16.

**7d. Provide a customer satisfaction measure, if available.**

Absentee voters are able to cast their ballot and mail at no costs to themselves.

NEW DECISION ITEM									
RANK: <u>2</u>					OF <u>4</u>				
Department: Secretary of State					Budget Unit <u>23148C</u>				
Division: Elections					HB Section <u>12.060</u>				
DI Name: Absentee Ballots New Decision Item					DI#: 1231002				
<b>1. AMOUNT OF REQUEST</b>									
FY 2017 Budget Request					FY 2017 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	20,000	0	0	20,000	EE	0	0	0	0
PSD	120,000	0	0	120,000	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>140,000</b>	<b>0</b>	<b>0</b>	<b>140,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<b>Est. Fringe</b>	0	0	0	0	<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				
<b>2. THIS REQUEST CAN BE CATEGORIZED AS:</b>									
<input type="checkbox"/> New Legislation		<input type="checkbox"/> New Program		<input type="checkbox"/> Fund Switch					
<input type="checkbox"/> Federal Mandate		<input type="checkbox"/> Program Expansion		<input type="checkbox"/> Cost to Continue					
<input type="checkbox"/> GR Pick-Up		<input type="checkbox"/> Space Request		<input type="checkbox"/> Equipment Replacement					
<input type="checkbox"/> Pay Plan		<input checked="" type="checkbox"/> Other: <u>Mandated by 115.285 RSMo</u>							
<b>3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.</b>									
<p>This program allows for voters to return their absentee ballots to local election authorities at no expense to the voter. The local election authority prints a business reply permit on absentee envelopes. This is required by Section 115.285 RSMo. The Secretary of State, through this appropriation, reimburses the local election authorities for the expenses incurred.</p>									

NEW DECISION ITEM																		
RANK: <u>2</u> OF <u>4</u>																		
Department: Secretary of State					Budget Unit <u>23148C</u>													
Division: Elections					HB Section <u>12.060</u>													
DI Name: Absentee Ballots New Decision Item					DI#: <u>1231002</u>													
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b>																		
<p>As a result of the cyclical nature of elections, the expense of this program will increase in FY17 from the current fiscal year. In FY17, there will be primary and general elections held for Federal and State Senate and House races, which includes a major presidential election and presidential preference primary election, similar to the 2008 election, which was included in FY09. This fund was previously an E appropriation. The change in status requires a change in budget to be more in line with historical actual expenditures. Expenditures have increased along with the increase in ballot initiatives and special elections, as well as increases in postage. All 116 election jurisdictions are eligible for absentee postage reimbursement under 115.285 RSMo.</p> <p>Actual Expenditures:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">FY2009 - \$115,672.67</td> <td style="width: 33%;">FY2012 - \$44,400.12</td> <td style="width: 33%;">FY2015 - \$57,517.24</td> </tr> <tr> <td>FY2010 - \$56,737.41</td> <td>FY2013 - \$96,534.31</td> <td></td> </tr> <tr> <td>FY2011 - \$81,341.23</td> <td>FY2014 - \$50,000</td> <td></td> </tr> </table>										FY2009 - \$115,672.67	FY2012 - \$44,400.12	FY2015 - \$57,517.24	FY2010 - \$56,737.41	FY2013 - \$96,534.31		FY2011 - \$81,341.23	FY2014 - \$50,000	
FY2009 - \$115,672.67	FY2012 - \$44,400.12	FY2015 - \$57,517.24																
FY2010 - \$56,737.41	FY2013 - \$96,534.31																	
FY2011 - \$81,341.23	FY2014 - \$50,000																	
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>																		
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS									
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0									
Supplies BOBC 190	20,000		0		0		20,000		0									
Total EE																		
Program Distributions BOBC 800	120,000		0		0		120,000		0									
Total PSD	120,000		0		0		120,000		0									
Total TRF	0		0		0		0		0									
Grand Total	140,000	0.0	0	0.0	0	0.0	140,000	0.0	0									

NEW DECISION ITEM														
RANK: <u>2</u> OF <u>4</u>														
Department: <u>Secretary of State</u>					Budget Unit <u>23148C</u>									
Division: <u>Elections</u>														
DI Name: <u>Absentee Ballots New Decision Item</u>					DI#: <u>1231002</u>									
					HB Section <u>12.060</u>									
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS					
							0	0.0						
							0	0.0						
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0					
Supplies BOBC 190	0						0		0					
Total EE	0		0		0		0		0					
Program Distributions BOBC 800	-				0		0		0					
Total PSD	0		0		0		0		0					
Transfers														
Total TRF	0		0		0		0		0					
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0					
<p><b>6. PERFORMANCE MEASURES</b> (If new decision item has an associated core, separately identify projected performance with &amp; without additional funding.)</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>6a. Provide an effectiveness measure.</b> Additional funding will ensure that voters incur no expense to vote absentee by mail.</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>6b. Provide an efficiency measure.</b> Payments to local election authorities are made, if possible, within 10 days of submission date.</p> </td> </tr> <tr> <td style="vertical-align: top;"> <p><b>6c. Provide the number of clients/individuals served, if applicable.</b> Qualified registered Missouri voters</p> </td> <td style="vertical-align: top;"> <p><b>6d. Provide a customer satisfaction measure, if available.</b></p> </td> </tr> </table>											<p><b>6a. Provide an effectiveness measure.</b> Additional funding will ensure that voters incur no expense to vote absentee by mail.</p>	<p><b>6b. Provide an efficiency measure.</b> Payments to local election authorities are made, if possible, within 10 days of submission date.</p>	<p><b>6c. Provide the number of clients/individuals served, if applicable.</b> Qualified registered Missouri voters</p>	<p><b>6d. Provide a customer satisfaction measure, if available.</b></p>
<p><b>6a. Provide an effectiveness measure.</b> Additional funding will ensure that voters incur no expense to vote absentee by mail.</p>	<p><b>6b. Provide an efficiency measure.</b> Payments to local election authorities are made, if possible, within 10 days of submission date.</p>													
<p><b>6c. Provide the number of clients/individuals served, if applicable.</b> Qualified registered Missouri voters</p>	<p><b>6d. Provide a customer satisfaction measure, if available.</b></p>													
<p><b>7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:</b></p> <p>The Secretary of State, through this appropriation, will reimburse local election authorities for the expenses incurred in printing a business reply permit on absentee envelopes.</p>														

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>ABSENTEE BALLOTS</b>								
<b>Absentee Ballots NDI - 1231002</b>								
SUPPLIES	0	0.00	0	0.00	20,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	20,000	0.00	0	0.00
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	120,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	120,000	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$140,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$140,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>FEDERAL ELECTION REFORM</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
ELECTION ADMIN IMPROVEMENT	1,720,055	0.00	2,347,820	0.00	2,347,820	0.00	0	0.00	
ELECTION IMPROV REVOLVING LOAN	28,130	0.00	45,010	0.00	45,010	0.00	0	0.00	
TOTAL - EE	1,748,185	0.00	2,392,830	0.00	2,392,830	0.00	0	0.00	
PROGRAM-SPECIFIC									
ELECTION ADMIN IMPROVEMENT	1,557,028	0.00	6,618,675	0.00	6,618,675	0.00	0	0.00	
ELECTION IMPROV REVOLVING LOAN	870	0.00	4,990	0.00	4,990	0.00	0	0.00	
TOTAL - PD	1,557,898	0.00	6,623,665	0.00	6,623,665	0.00	0	0.00	
<b>TOTAL</b>	<b>3,306,083</b>	<b>0.00</b>	<b>9,016,495</b>	<b>0.00</b>	<b>9,016,495</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$3,306,083</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23153C
<b>Division</b>	Elections	<b>HB Section</b>	12.065
<b>Core -</b>	Federal Election Reform		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	2,392,830	0	2,392,830
PSD	0	6,623,665	0	6,623,665
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

This program provides federal funds to states to improve the administration of elections. This includes updating voting equipment, improving access of the elections process to those with disabilities, updating a statewide voter registration database with access by all local election authorities, and creating voter education and poll worker training programs. Federal funds have been received through guidelines of the US Elections Assistance Commission and interest has accrued. A transfer from the Special Elections Subsidy Fund is made annually that provides for Federally required matching and maintenance of effort requirements and supports the Help America Vote Act activities.

**3. PROGRAM LISTING (list programs included in this core funding)**

Federal Election Reform

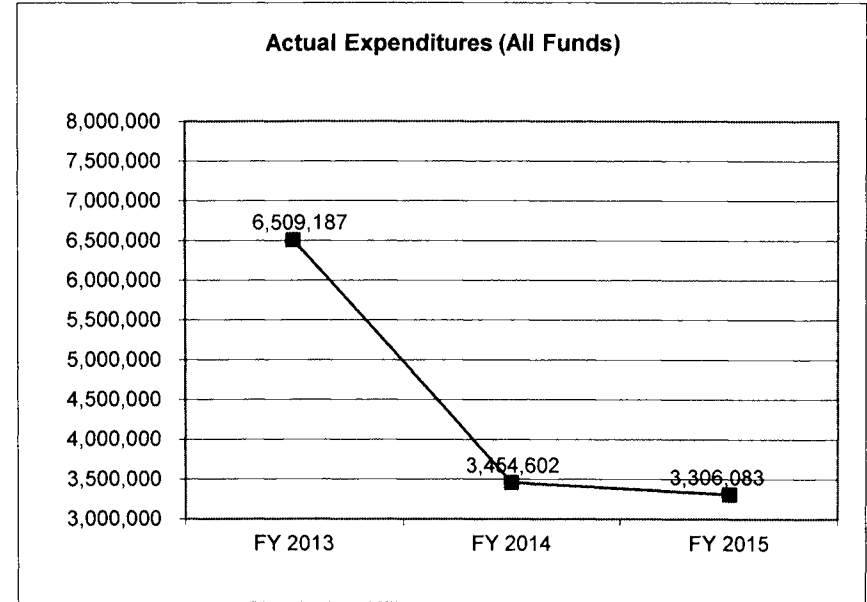


**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23153C
<b>Division</b>	Elections		
<b>Core -</b>	Federal Election Reform	<b>HB Section</b>	12.065

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	9,361,680	9,362,680	9,362,680	9,016,495
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	9,361,680	9,362,680	9,362,680	9,016,495
Actual Expenditures (All Funds)	6,509,187	3,454,602	3,306,083	N/A
Unexpended (All Funds)	2,852,493	5,908,078	6,056,597	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	2,852,493	5,908,078	6,056,597	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION DETAIL

## SECRETARY OF STATE FEDERAL ELECTION REFORM

### 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				EE	0.00	0	2,392,830	0	2,392,830	
				PD	0.00	0	6,623,665	0	6,623,665	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	1038	3562		EE	0.00	0	361,502	0	361,502	
Core Reallocation	1038	6684		EE	0.00	0	(361,502)	0	(361,502)	
Core Reallocation	1038	3562		PD	0.00	0	1,130,467	0	1,130,467	
Core Reallocation	1038	6684		PD	0.00	0	(1,130,467)	0	(1,130,467)	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				EE	0.00	0	2,392,830	0	2,392,830	
				PD	0.00	0	6,623,665	0	6,623,665	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				EE	0.00	0	2,392,830	0	2,392,830	
				PD	0.00	0	6,623,665	0	6,623,665	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>9,016,495</b>	<b>0</b>	<b>9,016,495</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FEDERAL ELECTION REFORM</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	4,184	0.00	4,500	0.00	4,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	1,731	0.00	2,500	0.00	2,500	0.00	0	0.00
FUEL & UTILITIES	7,352	0.00	12,000	0.00	12,000	0.00	0	0.00
SUPPLIES	67,735	0.00	128,725	0.00	128,725	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	5,570	0.00	4,000	0.00	4,000	0.00	0	0.00
COMMUNICATION SERV & SUPP	97,591	0.00	103,000	0.00	103,000	0.00	0	0.00
PROFESSIONAL SERVICES	436,501	0.00	250,100	0.00	250,100	0.00	0	0.00
M&R SERVICES	1,098,662	0.00	1,800,000	0.00	1,800,000	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	50,000	0.00	50,000	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	28,500	0.00	38,000	0.00	38,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2	0.00	2	0.00	0	0.00
MISCELLANEOUS EXPENSES	359	0.00	2	0.00	2	0.00	0	0.00
<b>TOTAL - EE</b>	<b>1,748,185</b>	<b>0.00</b>	<b>2,392,830</b>	<b>0.00</b>	<b>2,392,830</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	1,557,898	0.00	6,623,663	0.00	6,623,663	0.00	0	0.00
REFUNDS	0	0.00	2	0.00	2	0.00	0	0.00
<b>TOTAL - PD</b>	<b>1,557,898</b>	<b>0.00</b>	<b>6,623,665</b>	<b>0.00</b>	<b>6,623,665</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,306,083</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$9,016,495</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$3,306,083	0.00	\$9,016,495	0.00	\$9,016,495	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Federal Election Reform

### 1. What does this program do?

The Help America Vote Act of 2002, passed by the United States Congress, provides federal funds to states to improve the administration of elections. This includes upgrading voting equipment, improving access to the elections process for those with disabilities, updating a statewide voter registration database with access by all local election authorities, election improvements, and creating voter education and poll worker training programs.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Help America Vote Act of 2002 and HB 511 (2003)

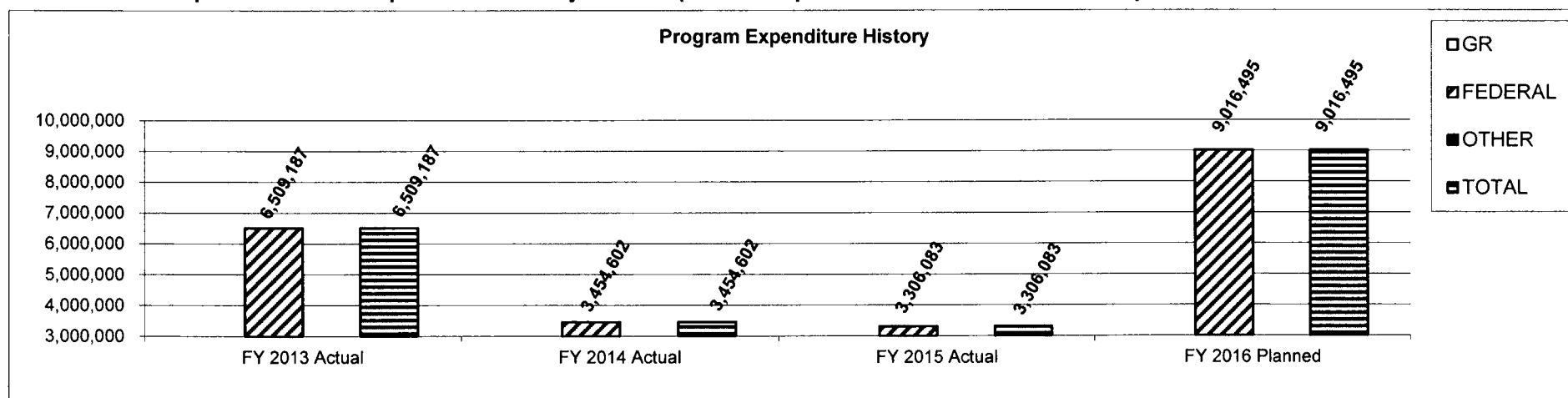
### 3. Are there federal matching requirements? If yes, please explain.

Federal law requires that Missouri maintain expenditures for the Elections Division for the Office of the Secretary of State at the same level or greater than for the state fiscal year ending June 30, 2000.

### 4. Is this a federally mandated program? If yes, please explain.

Yes, it is mandated by the Help America Vote Act, passed by Congress in 2002.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Elections

**Program is found in the following core budget(s):** Federal Election Reform

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

The Secretary of State must comply with HAVA and state election laws to provide for the distribution and monitoring of federal funds, voter education, poll worker training, voting system qualification, maintenance of the statewide voter registration database, and other election related activities.

**7b. Provide an efficiency measure.**

The timely disbursement of federal funds to local election authorities in order to minimize the time elapsing between the transfer of funds from the state and subsequent disbursement by the election authority.

**7c. Provide the number of clients/individuals served, if applicable.**

116 local election authorities and thousands of Missouri voters.

**7d. Provide a customer satisfaction measure, if available.**

A statewide voter registration database accessible to all election authorities has been implemented and ongoing maintenance and enhancements are being made to better serve the needs of the local election authorities; poll workers, including election judges, are receiving ongoing training to comply with HAVA regulations; LEAs have been offered poll worker training; information on voter registration and polling place look up have been made available on the SOS website; complaint procedures have been implemented; initiative and referendum petitions submitted have been timely processed; over seven million dollars worth of grants have been made available to LEAs for the 2012 election cycle, close to \$3 million has been made available in the past two fiscal years for voter list maintenance activities, over \$1.5 million dollars in grants have been made available to LEAs for the 2014 election cycle and another \$3 million dollars is being made available for the upcoming two fiscal years.

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>ELECTION COSTS TRANSFER</b>								
<b>CORE</b>								
<b>FUND TRANSFERS</b>								
GENERAL REVENUE	4,284,000	0.00	7,776,574	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	4,284,000	0.00	7,776,574	0.00	4,284,000	0.00	0	0.00
<b>TOTAL</b>	<b>4,284,000</b>	<b>0.00</b>	<b>7,776,574</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,284,000</b>	<b>0.00</b>	<b>\$7,776,574</b>	<b>0.00</b>	<b>\$4,284,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

9/21/15 15:35

im\_disummary

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23154C
<b>Division</b>	Elections	<b>HB Section</b>	12.070
<b>Core -</b>	Election Costs Transfer		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	4,284,000	0	0	4,284,000	E
<b>Total</b>	<b>4,284,000</b>	<b>0</b>	<b>0</b>	<b>4,284,000</b>	<b>E</b>

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------	-------------	-------------	-------------	-------------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

The State must pay proportional costs for special elections of two or more political subdivisions. As required by 115.077 RSMo, the Secretary of State will transfer from general revenue to the state election subsidy fund an amount not less than that expended in FY2000, which was \$4,284,000. Due to the uncertainty of Special Elections, an estimated appropriation is requested.

**3. PROGRAM LISTING (list programs included in this core funding)**

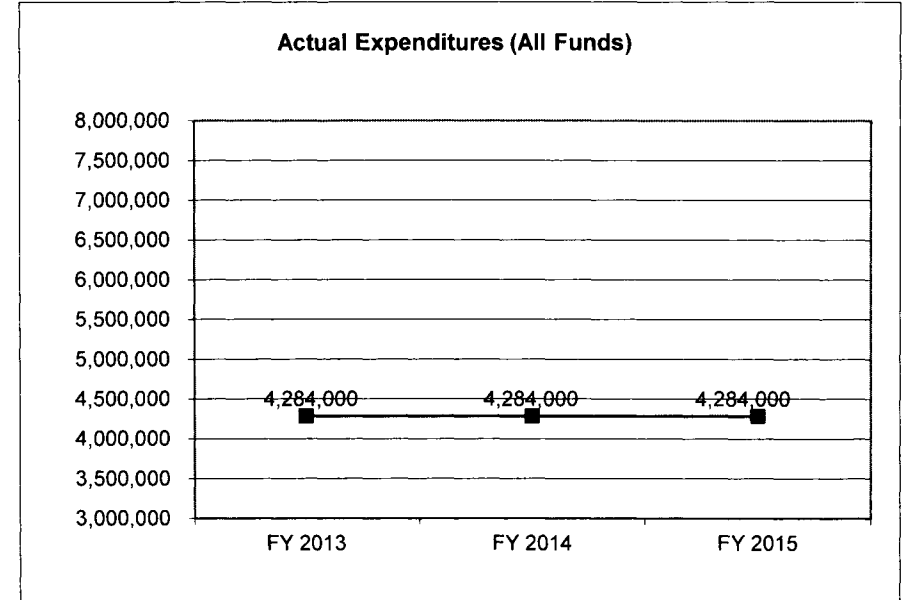
Special election costs

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23154C
<b>Division</b>	Elections		
<b>Core -</b>	Election Costs Transfer	<b>HB Section</b>	12.070

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	4,284,000	4,284,000	4,284,000	7,776,574
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)				0
Budget Authority (All Funds)	4,284,000	4,284,000	4,284,000	7,776,574
Actual Expenditures (All Funds)	4,284,000	4,284,000	4,284,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Restricted includes any extraordinary expenditure restrictions (when applicable).

Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### **NOTES:**

Appropriation was increased in FY16 due to the Presidential Preference Primary.



# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ELECTION COSTS TRANSFER

## 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				TRF	0.00	7,776,574	0	0	7,776,574	
				<b>Total</b>	<b>0.00</b>	<b>7,776,574</b>	<b>0</b>	<b>0</b>	<b>7,776,574</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
1x Expenditures	104	T107		TRF	0.00	(3,492,574)	0	0	(3,492,574)	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>(3,492,574)</b>	<b>0</b>	<b>0</b>	<b>(3,492,574)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				TRF	0.00	4,284,000	0	0	4,284,000	
				<b>Total</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0</b>	<b>0</b>	<b>4,284,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				TRF	0.00	4,284,000	0	0	4,284,000	
				<b>Total</b>	<b>0.00</b>	<b>4,284,000</b>	<b>0</b>	<b>0</b>	<b>4,284,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	4,284,000	0.00	7,776,574	0.00	4,284,000	0.00	0	0.00
TOTAL - TRF	4,284,000	0.00	7,776,574	0.00	4,284,000	0.00	0	0.00
GRAND TOTAL	\$4,284,000	0.00	\$7,776,574	0.00	\$4,284,000	0.00	\$0	0.00
GENERAL REVENUE	\$4,284,000	0.00	\$7,776,574	0.00	\$4,284,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Election Costs Transfer

**Program is found in the following core budget(s):** Elections

**1. What does this program do?**

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections in each fiscal year is unknown. The Secretary of State must transfer from general revenue to the state election subsidy an amount not less than that expended in FY2000, which was \$4,284,000.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Sections 115.077 and 115.063, RSMo.

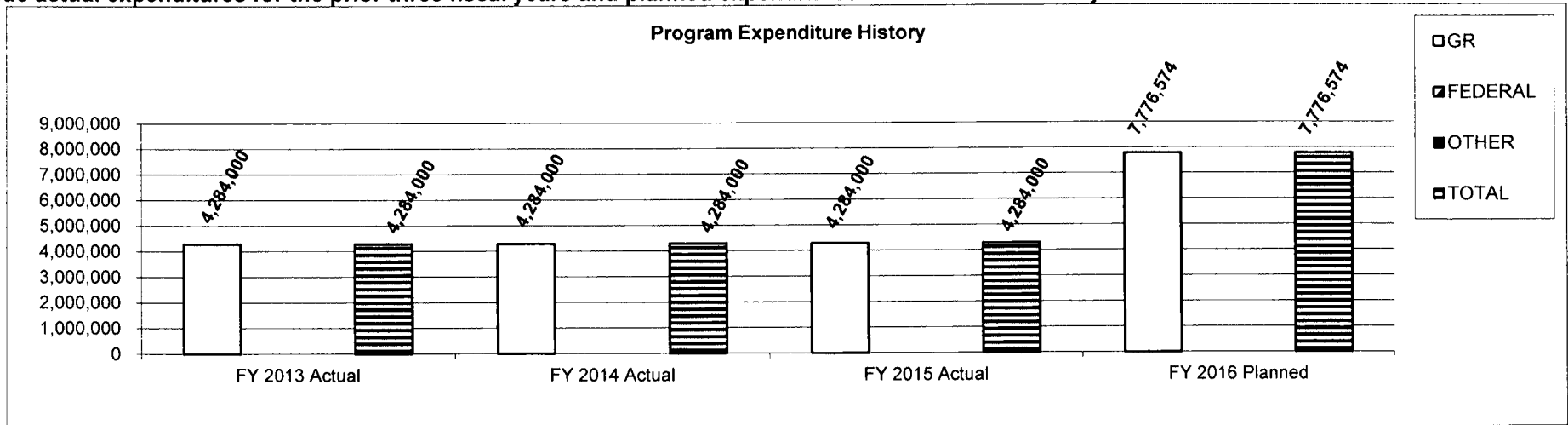
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Election Costs Transfer

**Program is found in the following core budget(s):** Elections

**6. What are the sources of the "Other" funds?**

**7a. Provide an effectiveness measure.**

Compliance with 115.077 RSMo.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>SPECIAL ELECTION &amp; OTHER COSTS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
STATE ELECTIONS SUBSIDY	516,270	0.00	7,776,574	0.00	400,000	0.00	0	0.00	
TOTAL - PD	516,270	0.00	7,776,574	0.00	400,000	0.00	0	0.00	
TOTAL	516,270	0.00	7,776,574	0.00	400,000	0.00	0	0.00	
GRAND TOTAL	\$516,270	0.00	\$7,776,574	0.00	\$400,000	0.00	\$0	0.00	

9/21/15 15:35

im\_disummary

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23155C
<b>Division</b>	Elections	<b>HB Section</b>	12.075
<b>Core -</b>	Special Election Costs		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request					FY 2017 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0		0	0	0	0
EE	0	0	0	0		0	0	0	0
PSD	0	0	400,000	400,000	E	0	0	0	0
TRF	0	0	0	0		0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	<b>E</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
 FTE	 0.00	 0.00	 0.00	 0.00		 0.00	 0.00	 0.00	 0.00

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:	Election Subsidy Fund (0686)
--------------	------------------------------

**2. CORE DESCRIPTION**

As required by 115.063 RSMo, the State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown. An "E" appropriation is requested due to that uncertainty.

**3. PROGRAM LISTING (list programs included in this core funding)**

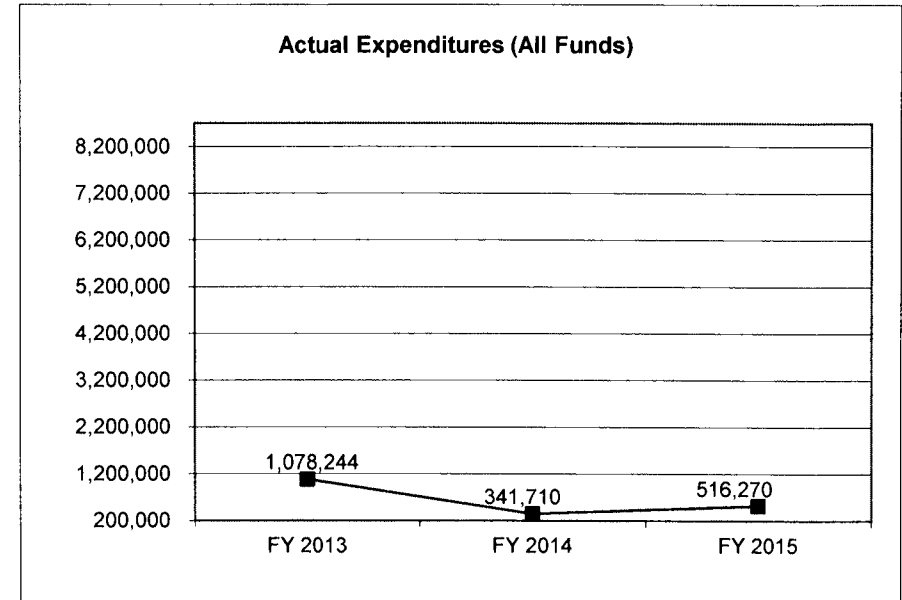
Special Election Costs

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23155C</u>
<b>Division</b>	Elections		
<b>Core -</b>	Special Election Costs	<b>HB Section</b>	<u>12.075</u>

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	1,078,245	400,000	516,353	7,776,574
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,078,245	400,000	516,353	N/A
Actual Expenditures (All Funds)	1,078,244	341,710	516,270	N/A
Unexpended (All Funds)	1	58,290	83	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	58,290	83	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** FY2013 appropriation was increased by \$678,245; FY2015 appropriation was increased by \$116,353

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
SPECIAL ELECTION & OTHER COSTS

## 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				PD	0.00	0	0	7,776,574	7,776,574	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>7,776,574</b>	<b>7,776,574</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
1x Expenditures	105	0787		PD	0.00	0	0	(7,376,574)	(7,376,574)	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>(7,376,574)</b>	<b>(7,376,574)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				PD	0.00	0	0	400,000	400,000	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				PD	0.00	0	0	400,000	400,000	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	



# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SPECIAL ELECTION &amp; OTHER COSTS</b>								
<b>CORE</b>								
PROGRAM DISTRIBUTIONS	516,270	0.00	7,776,574	0.00	400,000	0.00	0	0.00
TOTAL - PD	516,270	0.00	7,776,574	0.00	400,000	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$516,270</b>	<b>0.00</b>	<b>\$7,776,574</b>	<b>0.00</b>	<b>\$400,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$516,270	0.00	\$7,776,574	0.00	\$400,000	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Special Election Costs

**Program is found in the following core budget(s):** Elections

**1. What does this program do?**

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown. In FY2006, seven special elections were held; in FY2007, none; in FY 2008, four and the presidential primary [per 115.785 RSMo]. Five special elections were held in FY2010; One special election was held in fiscal year 2011; Four special elections were held on November 8, 2011, in FY2012; and the presidential preference primary per section 115.785 RSMo. In FY2013, Constitutional Amendment 2 was added to the Primary ballot as a special election, one special election was held on September 24, 2012, two special elections were held April 2, 2013, for House Districts 76 and 157; a special election was held June 4, 2013 for Congressional District 8. Because the number of special elections to be called in a fiscal year is unknown, an "E" appropriation is requested.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 115.063, RSMo.

**3. Are there federal matching requirements? If yes, please explain.**

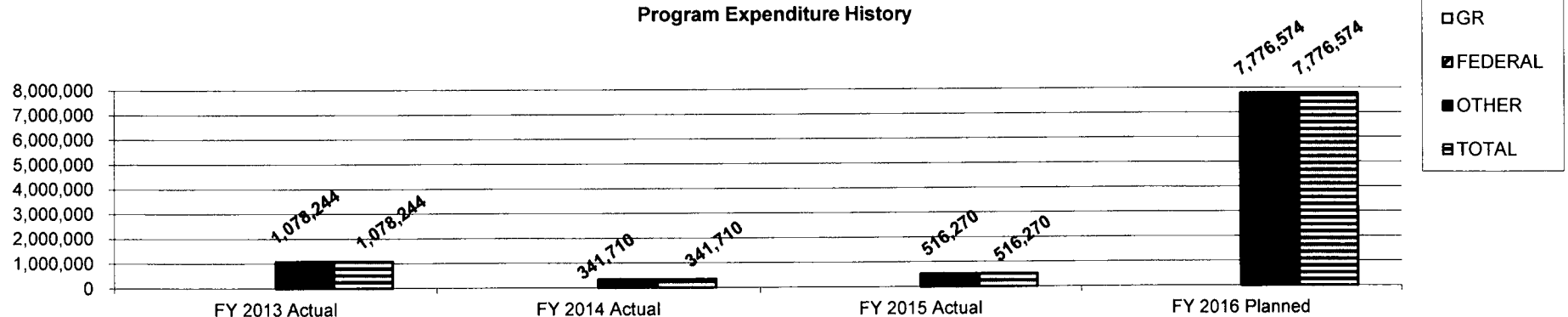
No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**

**Program Expenditure History**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Special Election Costs

**Program is found in the following core budget(s):** Elections

**6. What are the sources of the "Other " funds?**

Election Subsidy Fund

**7a. Provide an effectiveness measure.**

Compliance with statutes.

**7b. Provide an efficiency measure.**

In prior years, checks to local election authorities have been mailed within 7 days of submitted requests.

**7c. Provide the number of clients/individuals served, if applicable.**

116 election jurisdictions and the voters of Missouri.

**7d. Provide a customer satisfaction measure, if available.**

N/A

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>BALLOT REPRINT COSTS</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
STATE ELECTIONS SUBSIDY	677,219	0.00	0	0.00	0	0.00	0	0.00	
TOTAL - PD	677,219	0.00	0	0.00	0	0.00	0	0.00	
TOTAL	677,219	0.00	0	0.00	0	0.00	0	0.00	
GRAND TOTAL	\$677,219	0.00	\$0	0.00	\$0	0.00	\$0	0.00	

9/21/15 15:35

im\_disummary

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>BALLOT REPRINT COSTS</b>								
<b>CORE</b>								
PROGRAM DISTRIBUTIONS	677,219	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	677,219	0.00	0	0.00	0	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$677,219</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$677,219	0.00	\$0	0.00	\$0	0.00		0.00

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
ELECTION ADMIN IMPROVE TRF									
CORE									
FUND TRANSFERS									
STATE ELECTIONS SUBSIDY	3,996,820	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00	
TOTAL - TRF	3,996,820	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00	
TOTAL	3,996,820	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00	
GRAND TOTAL	\$3,996,820	0.00	\$4,034,443	0.00	\$4,034,443	0.00	\$0	0.00	

9/21/15 15:35

im\_disummary

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23156C
<b>Division</b>	Elections	<b>HB Section</b>	12.080
<b>Core -</b>	Elections Administration Improvement Transfer		

### 1. CORE FINANCIAL SUMMARY

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	4,034,443	4,034,443
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Election Subsidy Fund (0686)

Other Funds:

### 2. CORE DESCRIPTION

Per section 115.077.5, RSMo, the Secretary of State will transfer the unexpended amount of the state elections subsidy fund to the election administration improvement fund. The number of special elections to be called in a fiscal year is unknown. Special election costs are transferred from general revenue to the state election subsidy fund in an amount not less than the amount expended in the fiscal year that ended June 30,2000. That amount is \$4,284,000. At the end of each fiscal year, any amounts in the state election subsidy fund not expended or obligated to meet the state's obligations for special elections is transferred to the election administration improvement fund.

### 3. PROGRAM LISTING (list programs included in this core funding)

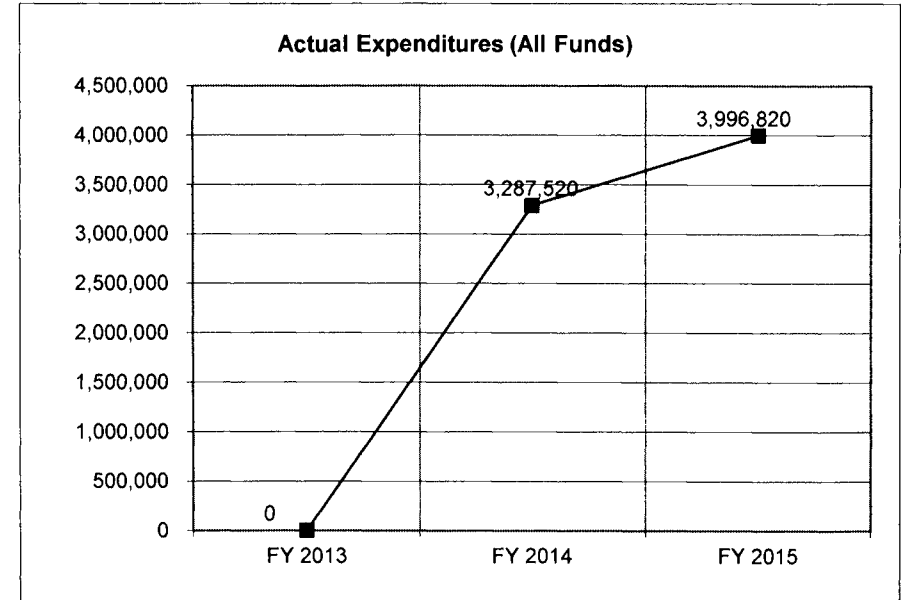
Special Elections

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23156C
<b>Division</b>	Elections		
<b>Core -</b>	Elections Administration Improvement Transfer	<b>HB Section</b>	12.080

## 4. FINANCIAL HISTORY

	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Current Yr.
Appropriation (All Funds)	3,784,000	4,034,443	4,034,443	4,034,443
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,784,000	4,034,443	4,034,443	N/A
Actual Expenditures (All Funds)	0	3,287,520	3,996,820	N/A
Unexpended (All Funds)	3,784,000	746,923	37,623	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	3,784,000	746,923	37,623	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:** FY2014 Appropriation includes a core increase of \$250,443.



# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
ELECTION ADMIN IMPROVE TRF

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	4,034,443	4,034,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	4,034,443	4,034,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	4,034,443	4,034,443	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>4,034,443</b>	<b>4,034,443</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
ELECTION ADMIN IMPROVE TRF								
CORE								
TRANSFERS OUT	3,996,820	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00
TOTAL - TRF	3,996,820	0.00	4,034,443	0.00	4,034,443	0.00	0	0.00
GRAND TOTAL	\$3,996,820	0.00	\$4,034,443	0.00	\$4,034,443	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$3,996,820	0.00	\$4,034,443	0.00	\$4,034,443	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Election Costs Transfer to Elections Administration Improvement Fund

**Program is found in the following core budget(s):** Elections

**1. What does this program do?**

The State must pay proportional costs for special elections of two or more political subdivisions. The Secretary of State will transfer the unexpended amount of the state election subsidy fund to the election administration improvements fund. The number of special elections to be called in a fiscal year is unknown.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 115.077.5, RSMo.

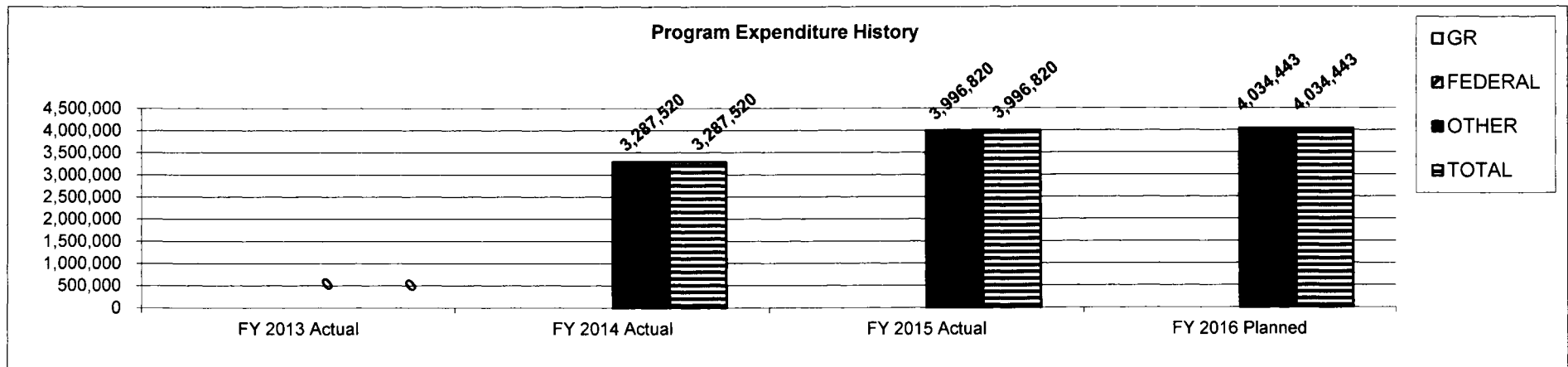
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Election Costs Transfer to Elections Administration Improvement Fund

**Program is found in the following core budget(s):** Elections

**6. What are the sources of the "Other " funds?**

Election Subsidy Fund

**7a. Provide an effectiveness measure.**

Compliance with 115.077 RSMo. Provides support for Help America Vote Act activities and election improvements.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>FEDERAL GRANTS</b>									
<b>CORE</b>									
<b>EXPENSE &amp; EQUIPMENT</b>									
SECRETARY OF STATE RECORDS-FED	15,025	0.00	2,913	0.00	2,913	0.00	0	0.00	
TOTAL - EE	15,025	0.00	2,913	0.00	2,913	0.00	0	0.00	
<b>PROGRAM-SPECIFIC</b>									
SECRETARY OF STATE RECORDS-FED	0	0.00	47,087	0.00	47,087	0.00	0	0.00	
TOTAL - PD	0	0.00	47,087	0.00	47,087	0.00	0	0.00	
<b>TOTAL</b>	<b>15,025</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>50,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$15,025</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

# CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23143C
<b>Division</b>	Records Services	<b>HB Section</b>	12.085
<b>Core -</b>	Federal Grants		

### 1. CORE FINANCIAL SUMMARY

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	2,913	0	2,913
PSD	0	47,087	0	47,087
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>		<b>0</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

### 2. CORE DESCRIPTION

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification of, preservation of and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning within the historical records community and for projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Preservation Program. Board members are appointed by the Governor, with the advice and consent of the Senate, and administrative responsibilities are handled by the Secretary of State who is the Board's coordinator. Federal regulations require members to have experience and interest in the collection, administration and use of historical records, as well as be dedicated to the preservation and access of the state's documentary heritage. Over the years, archivists, curators, family historians, legislators, librarians and records managers have served on the MHRAB.

### 3. PROGRAM LISTING (list programs included in this core funding)

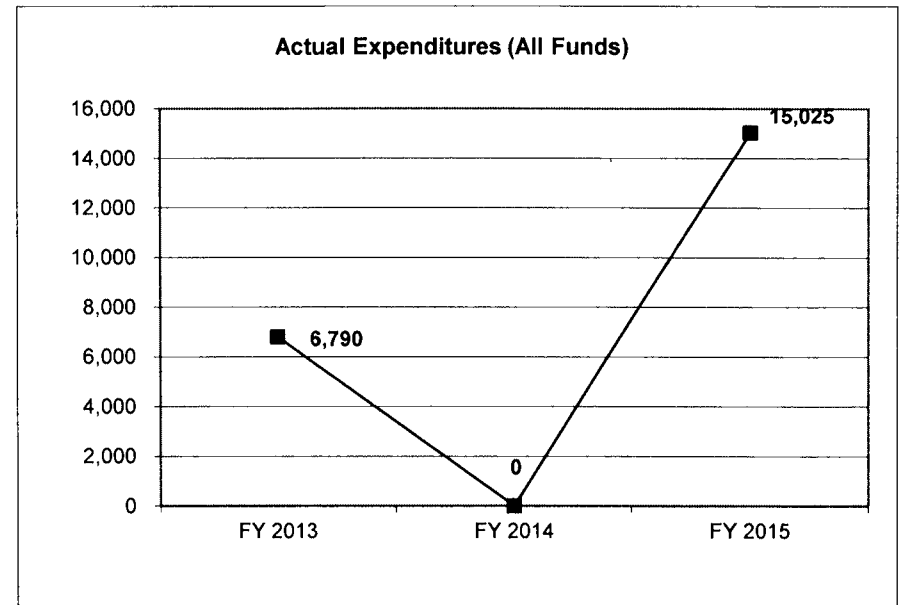
Missouri Historical Records Advisory Board (MHRAB)

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23143C</u>
<b>Division</b>	Records Services		
<b>Core -</b>	Federal Grants	<b>HB Section</b>	<u>12.085</u>

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	15,000	15,000	50,000	50,000
Less Restricted (All Funds)	0	0	0	N/A
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,000	15,000	50,000	N/A
Actual Expenditures (All Funds)	6,790	0	15,025	N/A
Unexpended (All Funds)	8,210	15,000	34,975	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	8,210	15,000	34,975	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**



# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
FEDERAL GRANTS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	47,087	0	47,087	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	47,087	0	47,087	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	47,087	0	47,087	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FEDERAL GRANTS</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	2,560	0.00	2,560	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	14,500	0.00	1	0.00	1	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	525	0.00	1	0.00	1	0.00	0	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	341	0.00	341	0.00	0	0.00
<b>TOTAL - EE</b>	<b>15,025</b>	<b>0.00</b>	<b>2,913</b>	<b>0.00</b>	<b>2,913</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	0	0.00	47,086	0.00	47,086	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
<b>TOTAL - PD</b>	<b>0</b>	<b>0.00</b>	<b>47,087</b>	<b>0.00</b>	<b>47,087</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$15,025</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$15,025</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>	<b>\$50,000</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department** Secretary of State  
**Program Name** Records Services  
**Program is found in the following core budget(s):** Federal Grants

**1. What does this program do?**

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification, preservation and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning of projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Program and the Missouri Historical Records Grant Program.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

RSMo 109.221; Federal Statute, 44 USC 25; 36 CFR 1206.

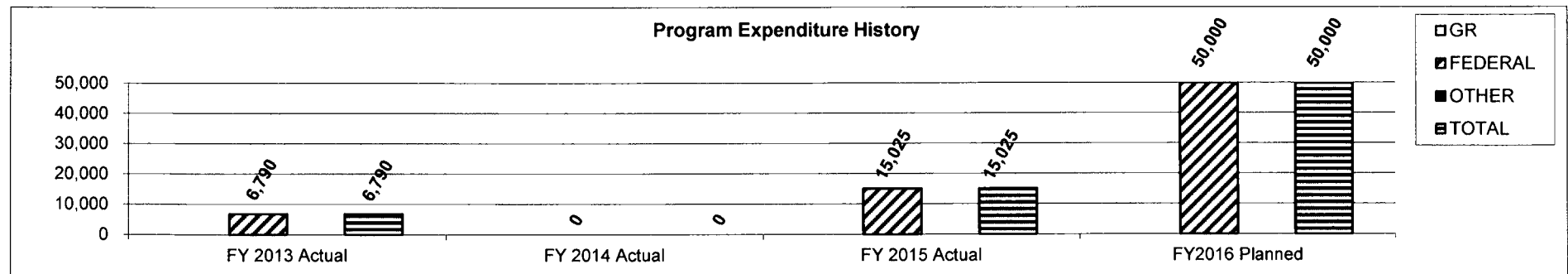
**3. Are there federal matching requirements? If yes, please explain.**

Yes, there is a 50/50 match for NHPRC federal grants.

**4. Is this a federally mandated program? If yes, please explain.**

No. The federal government encourages states to have State Historical Record Advisory Boards and provides grant funding to those states who have boards.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services

**Program is found in the following core budget(s):** Federal Grants

**7a. Provide an effectiveness measure.**

From 2002-2005, the Missouri Historical Records Grant Program (MHRGP), a cooperative program of the MHRAB, National Historical Publications and Records Commission (NHPRC), and State of Missouri, awarded 109 community history regrants totaling \$675,000. In FY 2010, the MHRAB awarded \$56,000 through fourteen MHRGP Grants. In FY 2011, the MHRAB awarded \$56,800 to 17 grantees. In FY 2013, the MHRAB awarded \$54,179.67 to 17 grantees.

**7b. Provide an efficiency measure.**

The average grant amount awarded was \$5,363.

**7c. Provide the number of clients/individuals served, if applicable.**

The MHRAB has now provided 157 grants through the MHRGP.

**7d. Provide a customer satisfaction measure, if available.**

The Missouri Historical Records Grant Program was reintroduced in FY 2010 because of its past success and numerous requests from the public.

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM-SPECIFIC								
LOCAL RECORDS PRESERVATION	0	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL	0	0.00	400,000	0.00	400,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$0	0.00

9/21/15 15:35

im\_disummary

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23160C
<b>Division</b>	Records Services	<b>HB Section</b>	12.090
<b>Core -</b>	Local Records Grants		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	400,000	400,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Local Records Preservation (0577)

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. CORE DESCRIPTION**

Local Records Grants facilitate more secure storage of, and faster access to, records produced by local government entities/political subdivisions with taxing authority to meet the information needs of public officials, private citizens, and general public interest. Public records security and access insures the preservation of public information of permanent intrinsic or historic value, and facilitates information access as required by state statutes, for both the record provider and the information seeker. Grant funds are available by means of dedicated user fees collected by county recorders of deeds. This fund provides financial resources beyond those of the awarded local entity to effectively maintain, manage, and preserve public records through sound records management policies and practices, archival preservation of long-term or historically significant records, as well as appropriate storage and access supplies.

**3. PROGRAM LISTING (list programs included in this core funding)**

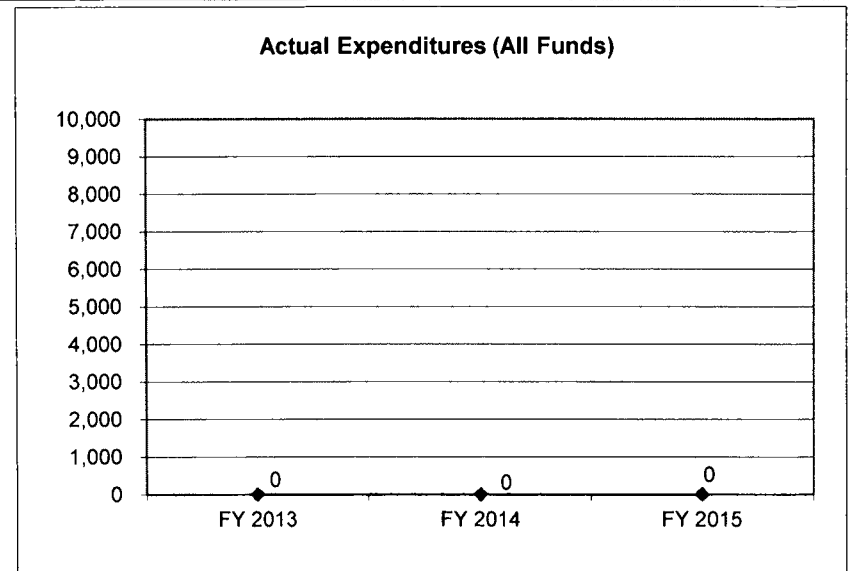
Local Records Preservation Grants

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23160C
<b>Division</b>	Records Services		
<b>Core -</b>	Local Records Grants	<b>HB Section</b>	12.090

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	400,000	400,000	400,000	400,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000	400,000	400,000	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	400,000	400,000	400,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	400,000	400,000	400,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
LOCAL RECORDS GRANTS

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	



# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	0	0.00	400,000	0.00	400,000	0.00	0	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$400,000	0.00	\$400,000	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State  
**Program Name:** Records Services  
**Program is found in the following core budget(s):** Local Records Grants

**1. What does this program do?**

Local Records Preservation Grants provide local governments or political subdivisions with taxing authority descriptive program/financial assistance and implementation guidance for approved records management and/or preservation projects. Although this program was very successful, it was temporarily discontinued due to decreases in home sales (recorder fees). Local Records Grants will begin being initiated again in FY16.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

RSMO 59.319, 109.220

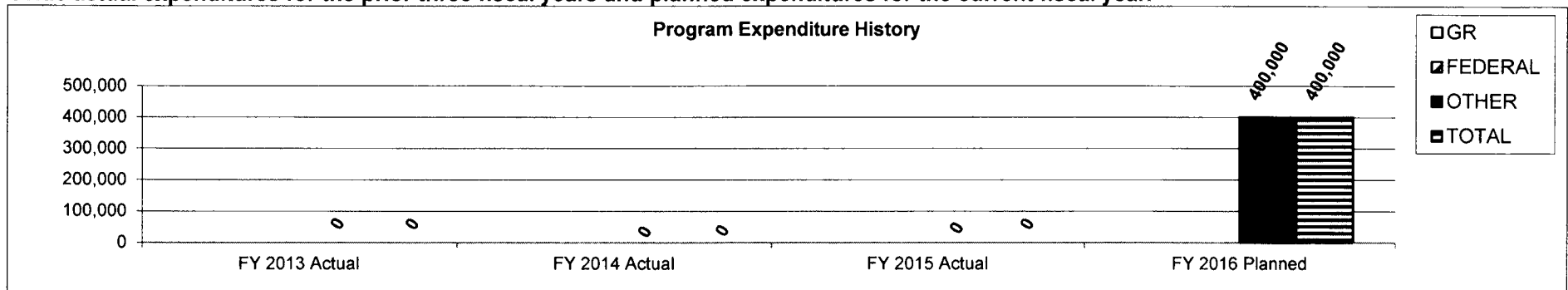
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Local Records Preservation Fund (0577)

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Records Services

**Program is found in the following core budget(s):** Local Records Grants

**7a. Provide an effectiveness measure.**

**7b. Provide an efficiency measure.**

The average grant awarded was \$6,286.

**7c. Provide the number of clients/individuals served, if applicable.**

The Local Records Preservation Grant Program has funded 1,042 grants. These include 412 grants in 101 counties, 327 grants in 154 cities, 277 grants for 163 school districts, and an additional 26 grants were given to fire districts, water districts and other local government agencies.

**7d. Provide a customer satisfaction measure, if available.**

No formal measure exists.

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
DOCUMENT PRESERVATION									
CORE									
EXPENSE & EQUIPMENT									
STATE DOCUMENT PRESERVATION	0	0.00	2,000	0.00	2,000	0.00	0	0.00	
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00	
PROGRAM-SPECIFIC									
MO STATE ARCHIVES-ST LOUIS TST	0	0.00	1	0.00	1	0.00	0	0.00	
STATE DOCUMENT PRESERVATION	0	0.00	23,000	0.00	23,000	0.00	0	0.00	
TOTAL - PD	0	0.00	23,001	0.00	23,001	0.00	0	0.00	
TOTAL	0	0.00	25,001	0.00	25,001	0.00	0	0.00	
GRAND TOTAL	\$0	0.00	\$25,001	0.00	\$25,001	0.00	\$0	0.00	

9/21/15 15:35

im\_disummary

# **CORE DECISION ITEM**

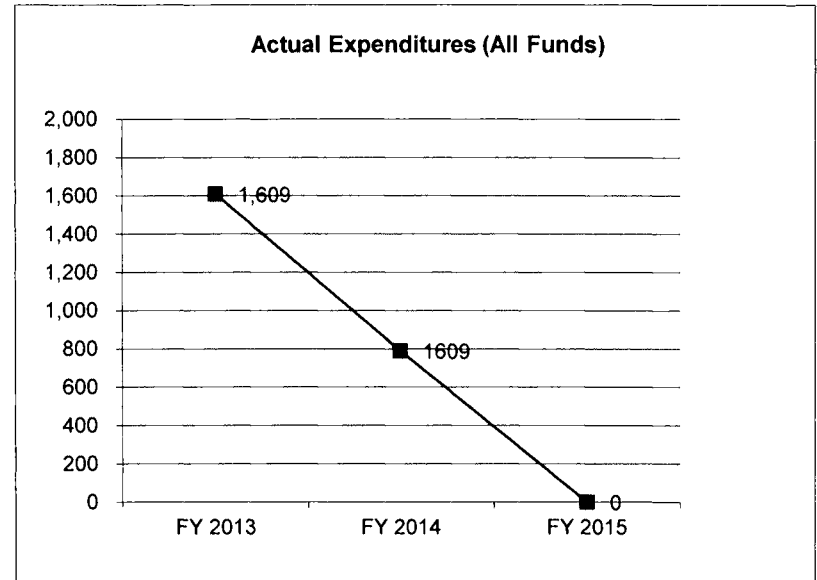
<b>Department</b> Secretary of State <b>Division</b> Records Services/Archives <b>Core -</b> Document Preservation	<b>Budget Unit</b> 23157C  <b>HB Section</b> 12.095																																																																																										
<b>1. CORE FINANCIAL SUMMARY</b>																																																																																											
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th align="center" colspan="4">FY 2017 Budget Request</th> </tr> <tr> <th></th> <th align="center">GR</th> <th align="center">Federal</th> <th align="center">Other</th> <th align="center">Total</th> </tr> </thead> <tbody> <tr> <td>PS</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> <tr> <td>EE</td> <td align="right">0</td> <td align="right">0</td> <td align="right">2,000</td> <td align="right">2,000</td> </tr> <tr> <td>PSD</td> <td align="right">0</td> <td align="right">0</td> <td align="right">23,000</td> <td align="right">23,000</td> </tr> <tr> <td>TRF</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> <tr> <td><b>Total</b></td> <td align="right"><b>0</b></td> <td align="right"><b>0</b></td> <td align="right"><b>25,000</b></td> <td align="right"><b>25,000</b></td> </tr> <tr> <td> FTE</td> <td align="right"> 0.00</td> <td align="right"> 0.00</td> <td align="right"> 0.00</td> <td align="right"> 0.00</td> </tr> </tbody> </table> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td><b>Est. Fringe</b></td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> </table> <p><i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i></p> <p>Other Funds:     Document Preservation Fund (0836)</p>		FY 2017 Budget Request					GR	Federal	Other	Total	PS	0	0	0	0	EE	0	0	2,000	2,000	PSD	0	0	23,000	23,000	TRF	0	0	0	0	<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	 FTE	 0.00	 0.00	 0.00	 0.00	<b>Est. Fringe</b>	0	0	0	0	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th align="center" colspan="4">FY 2017 Governor's Recommendation</th> </tr> <tr> <th></th> <th align="center">GR</th> <th align="center">Fed</th> <th align="center">Other</th> <th align="center">Total</th> </tr> </thead> <tbody> <tr> <td>PS</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> <tr> <td>EE</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> <tr> <td>PSD</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> <tr> <td>TRF</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> <tr> <td><b>Total</b></td> <td align="right"><b>0</b></td> <td align="right"><b>0</b></td> <td align="right"><b>0</b></td> <td align="right"><b>0</b></td> </tr> <tr> <td> FTE</td> <td align="right"> 0.00</td> <td align="right"> 0.00</td> <td align="right"> 0.00</td> <td align="right"> 0.00</td> </tr> </tbody> </table> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td><b>Est. Fringe</b></td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> <td align="right">0</td> </tr> </table> <p><i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i></p> <p>Other Funds:</p>		FY 2017 Governor's Recommendation					GR	Fed	Other	Total	PS	0	0	0	0	EE	0	0	0	0	PSD	0	0	0	0	TRF	0	0	0	0	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	 FTE	 0.00	 0.00	 0.00	 0.00	<b>Est. Fringe</b>	0	0	0	0
	FY 2017 Budget Request																																																																																										
	GR	Federal	Other	Total																																																																																							
PS	0	0	0	0																																																																																							
EE	0	0	2,000	2,000																																																																																							
PSD	0	0	23,000	23,000																																																																																							
TRF	0	0	0	0																																																																																							
<b>Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>																																																																																							
 FTE	 0.00	 0.00	 0.00	 0.00																																																																																							
<b>Est. Fringe</b>	0	0	0	0																																																																																							
	FY 2017 Governor's Recommendation																																																																																										
	GR	Fed	Other	Total																																																																																							
PS	0	0	0	0																																																																																							
EE	0	0	0	0																																																																																							
PSD	0	0	0	0																																																																																							
TRF	0	0	0	0																																																																																							
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>																																																																																							
 FTE	 0.00	 0.00	 0.00	 0.00																																																																																							
<b>Est. Fringe</b>	0	0	0	0																																																																																							
<b>2. CORE DESCRIPTION</b>																																																																																											
<p>The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.</p>																																																																																											
<b>3. PROGRAM LISTING (list programs included in this core funding)</b>																																																																																											
<p>Document Preservation Fund</p>																																																																																											

# **CORE DECISION ITEM**

<b>Department</b> Secretary of State	<b>Budget Unit</b> 23157C
<b>Division</b> Records Services/Archives	
<b>Core -</b> Document Preservation	<b>HB Section</b> 12.095

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	25,000	25,000	25,000	25,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	25,000	25,000	25,000	N/A
Actual Expenditures (All Funds)	1,609	790	0	N/A
Unexpended (All Funds)	23,391	24,210	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	23,391	24,210	25,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

## **NOTES:**

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23157C
<b>Division</b>	Records Services/Archives	<b>HB Section</b>	12.095
<b>Core -</b>	Missouri State Archives-St. Louis Center		

1. CORE FINANCIAL SUMMARY									
FY 2017 Budget Request					FY 2017 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	1	1	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FTE					FTE				
	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:	MO State Archives - St. Louis Trust (0770)
--------------	--

2. CORE DESCRIPTION									
<p>RSMo 109.400 and 109.410 establish the Missouri State Archives' authority to create a records center in St. Louis with non-general revenue funds. The facility will centralize the housing of millions of historically valuable state and local government records in the St. Louis area. The Center's creation would be the result of a public-private partnership based on non-state funds. An initial endowment would be secured to help guarantee operating funds into the future. Should non-GR funding prove unavailable, the Center will not be created.</p>									

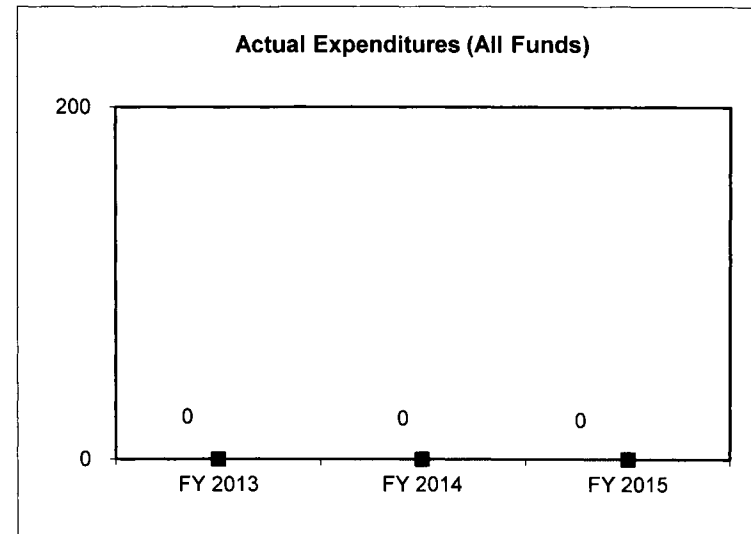
3. PROGRAM LISTING (list programs included in this core funding)									

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23157C</u>
<b>Division</b>	Records Services/Archives		
<b>Core -</b>	Missouri State Archives-St. Louis Center	<b>HB Section</b>	<u>12.095</u>

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	1	1	1	1
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

**NOTES:**



# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
DOCUMENT PRESERVATION

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,001</b>	<b>25,001</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,001</b>	<b>25,001</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	2,000	2,000	
	PD	0.00	0	0	23,001	23,001	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>25,001</b>	<b>25,001</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>DOCUMENT PRESERVATION</b>								
<b>CORE</b>								
PROFESSIONAL DEVELOPMENT	0	0.00	1,000	0.00	1,000	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	1,000	0.00	0	0.00
TOTAL - EE	0	0.00	2,000	0.00	2,000	0.00	0	0.00
PROGRAM DISTRIBUTIONS	0	0.00	23,000	0.00	23,000	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
TOTAL - PD	0	0.00	23,001	0.00	23,001	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$25,001	0.00	\$25,001	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$25,001	0.00	\$25,001	0.00		0.00

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services/Archives

**Program is found in the following core budget(s):** Document Preservation

**1. What does this program do?**

The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

RSMo 109.005

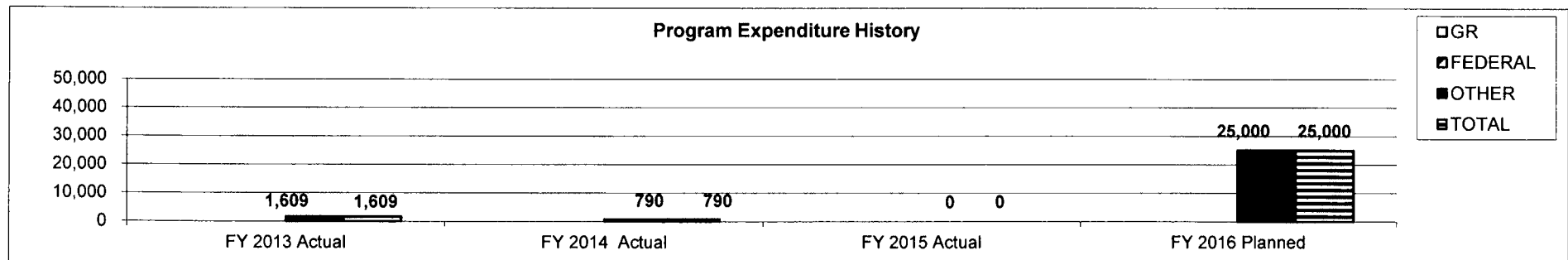
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

Document Preservation (0836)

## PROGRAM DESCRIPTION

**Department** Secretary of State

**Program Name** Records Services/Archives

**Program is found in the following core budget(s):** Document Preservation

**7a. Provide an effectiveness measure.**

During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to almost none from 2009 to the present. More recent preservation and access projects include records for the Missouri Supreme Court, Union Veterans Home, and early Land Sales.

**7b. Provide an efficiency measure.**

See 7a and 7c.

**7c. Provide the number of clients/individuals served, if applicable.**

In FY15 the Missouri State Archives website received an average of 7.2 million hits per month.

**7d. Provide a customer satisfaction measure, if available.**

The Missouri State Archives has been recognized by Family Tree Magazine for 12 consecutive years because of the no-cost easy access to records provided by the Missouri State Archives website.

## PROGRAM DESCRIPTION

**Department** Secretary of State  
**Program Name** Records Services/Archives  
**Program is found in the following core budget(s):** Missouri State Archives - St. Louis Center

**1. What does this program do?**

The facility would provide more complete and effective service for St. Louis City government offices and citizen researchers. Document storage in a records center is much less expensive than in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices. The facility would draw thousands of cultural tourists from across the United States -- principally family historians, but also academics and journalists. The creation of a St. Louis Center would allow records holders to concentrate more fully on pressing contemporary business without having the diversion of genealogical and other historical searches.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Statutory authorization RSMo 109.400 and 109.410.

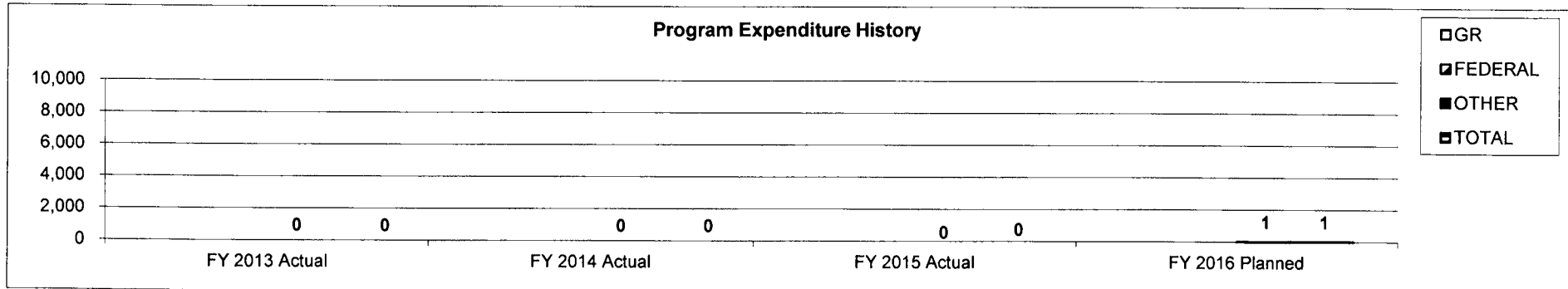
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department** Secretary of State  
**Program Name** Records Services/Archives  
**Program is found in the following core budget(s):** Missouri State Archives - St. Louis Center

**6. What are the sources of the "Other " funds?**

The Center's creation would be the result of a public-private partnership of non-state funds.

**7a. Provide an effectiveness measure.**

The cost of storing documents in a records center is much less than the cost of storing them in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices.

**7b. Provide an efficiency measure.**

Aggregate savings are contingent on participation in the project. No state or local government entity would be compelled to turn over records.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>STATE AID FOR PUBLIC LIBRARY</b>									
<b>CORE</b>									
PROGRAM-SPECIFIC									
GENERAL REVENUE	3,504,001	0.00	723,776	0.00	723,776	0.00	0	0.00	
TOTAL - PD	3,504,001	0.00	723,776	0.00	723,776	0.00	0	0.00	
TOTAL	3,504,001	0.00	723,776	0.00	723,776	0.00	0	0.00	
GRAND TOTAL	\$3,504,001	0.00	\$723,776	0.00	\$723,776	0.00	\$0	0.00	

10/7/15 9:46

im\_disummary



**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23515C
<b>Division</b>	Library Services	<b>HB Section</b>	12.100
<b>Core -</b>	State Aid for Public Libraries		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	723,776	0	0	723,776
TRF	0	0	0	0
<b>Total</b>	<b>723,776</b>	<b>0</b>	<b>0</b>	<b>723,776</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

**2. CORE DESCRIPTION**

Under the Missouri Constitution and state statutes, the General Assembly appropriates funds to support public libraries. State aid is appropriated to libraries that have a minimum voted tax or local government support equal to ten cents per \$100 of assessed valuation. Libraries use these funds to improve information access and develop stronger library services for Missouri citizens. Funds are distributed to public libraries on a per capita basis and to libraries in less affluent counties for equalization aid as determined by RSMo 181.060.

**3. PROGRAM LISTING (list programs included in this core funding)**

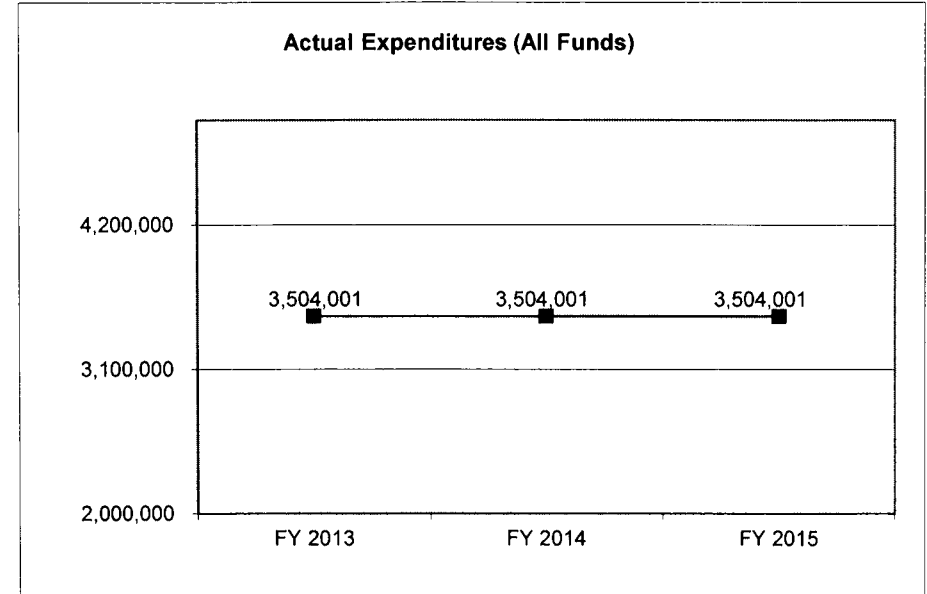
State Aid to Public Libraries

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	<u>23515C</u>
<b>Division</b>	Library Services		
<b>Core -</b>	State Aid for Public Libraries	<b>HB Section</b>	<u>12.100</u>

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	3,504,001	3,504,001	3,504,001	723,776
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,504,001	3,504,001	3,504,001	723,776
Actual Expenditures (All Funds)	3,504,001	3,504,001	3,504,001	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Restricted includes any extraordinary expenditure restrictions (when applicable).

Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

**NOTES:**

State aid for public libraries is a two part program; aid distributed to libraries based on population, and an equalization program to help libraries in less affluent counties.

In FY15, of the \$3,504,001, \$2,738,044 was distributed as per capita state aid, and \$765,957 was distributed in equalization aid.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
STATE AID FOR PUBLIC LIBRARY

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	723,776	0	0	723,776	
	<b>Total</b>	<b>0.00</b>	<b>723,776</b>	<b>0</b>	<b>0</b>	<b>723,776</b>	
DEPARTMENT CORE REQUEST							
	PD	0.00	723,776	0	0	723,776	
	<b>Total</b>	<b>0.00</b>	<b>723,776</b>	<b>0</b>	<b>0</b>	<b>723,776</b>	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	723,776	0	0	723,776	
	<b>Total</b>	<b>0.00</b>	<b>723,776</b>	<b>0</b>	<b>0</b>	<b>723,776</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM DISTRIBUTIONS	3,504,001	0.00	723,776	0.00	723,776	0.00	0	0.00
TOTAL - PD	3,504,001	0.00	723,776	0.00	723,776	0.00	0	0.00
GRAND TOTAL	\$3,504,001	0.00	\$723,776	0.00	\$723,776	0.00	\$0	0.00
GENERAL REVENUE	\$3,504,001	0.00	\$723,776	0.00	\$723,776	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department - Secretary of State**

**Program Name: State Aid for Public Libraries**

**Program is found in the following core budget(s): State Aid for Public Libraries**

### **1. What does this program do?**

State Aid for Public Libraries makes a vital contribution to improving public library services for Missourians. The program provides funds to public libraries that meet the requirements specified in the Missouri Constitution, Article IX, Section 10 and in RSMo 181.060. Public libraries having a minimum voted tax of local government support equal to ten cents per \$100 of assessed valuation are eligible to receive funds from this program. The average tax rate is set at \$.19.

While public libraries in Missouri are funded primarily through property taxes, this program provides funds that help bridge local variations in funding due to differences in local property valuations and voted tax rates. In large cities and small towns alike, libraries serve as community anchors and provide baseline access to government services, economic opportunity, and support for students. In many communities, public libraries provide the only no cost high speed internet access, heavily used by people seeking jobs, filling out application forms, researching business opportunities, participating in online classes, or filing their taxes. For children, public libraries support early learning and education through storytimes, summer reading programs, and help with homework. State aid funds are used for computer technology or other equipment, Internet connectivity, print and digital resources, and library staff.

State aid applications are submitted annually for review and certification by the State Librarian. Once approved, local library boards of trustees decide the allocation of these funds according to the highest local needs and priorities.

The Secretary of State and the State Library provide service guidelines through the Missouri Public Library Standards. These Standards provide benchmarks for per capita income, hours of service, amount of funds to be budgeted for library collections, and guidelines for determining current and future community technology needs. Many libraries in Missouri currently struggle to meet the Missouri Public Library Standards. State aid funding provides modest support for libraries moving to meet the benchmarks.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable).**

RSMo Ch. 181.060; Mo Constitution, Article IX, Section 10

### **3. Are there federal matching requirements? If yes, please explain.**

No

### **4. Is this a federally mandated program? If yes, please explain.**

No

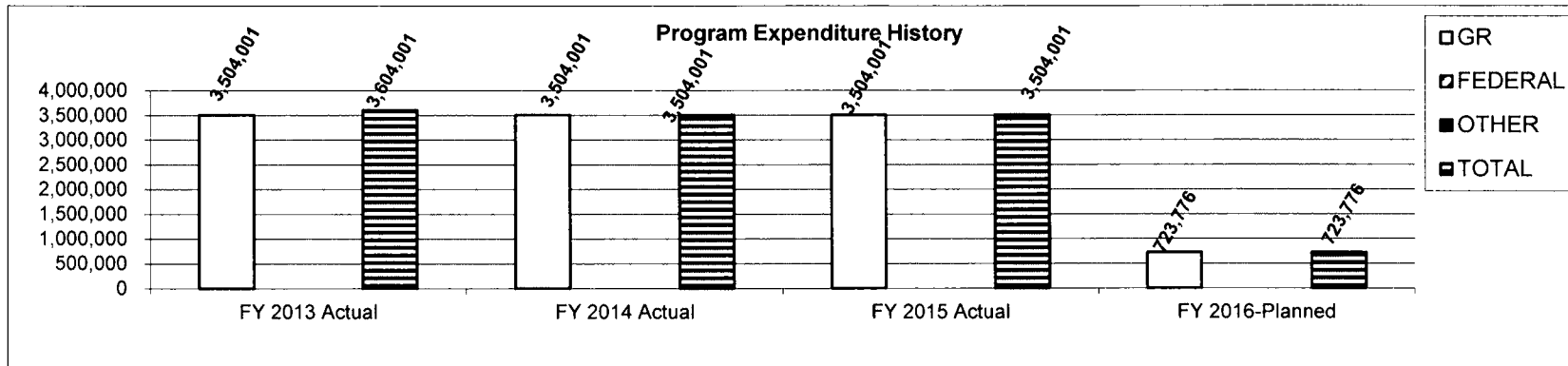
## PROGRAM DESCRIPTION

Department - Secretary of State

Program Name: State Aid for Public Libraries

Program is found in the following core budget(s): State Aid for Public Libraries

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

Most Missourians recognize the value of library service, and have a library card.

Number of Missourians with a library card, from statistical report

Percent of population of library districts

Total Materials borrowed from libraries

	2011	2012	2013	2014
Number of Missourians with a library card, from statistical report	3,303,434	3,321,114	3,293,338	3,289,275
Percent of population of library districts	60.50%	60.93%	60.20%	60.07%
Total Materials borrowed from libraries	54,194,171	54,366,156	56,141,122	55,722,391

## PROGRAM DESCRIPTION

**Department - Secretary of State**

**Program Name: State Aid for Public Libraries**

**Program is found in the following core budget(s): State Aid for Public Libraries**

**7b. Provide an efficiency measure.**

Many Missourians rely on their local library for access to the Internet. Libraries provide Internet access using high speed connections at no charge for the user. This provides high quality and efficiency for the user.

	2011	2012	2013	2014
Public Internet Computers provided	4,741	4,909	4,931	4,945
Users of Library-provided Computers	6,758,008	6,536,381	6,799,404	6,376,873

**7c. Provide the number of clients/individuals served, if applicable.**

	FY 2013	FY2014	FY2015	FY2016- Projected
Eligible library districts	164	165	166	166
Population	5,450,526	5,470,525	5,476,144	5,476,144

**7d. Provide a customer satisfaction measure, if available.**

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
REAL									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	2,642,744	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
TOTAL - EE	2,642,744	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
TOTAL	2,642,744	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00	
GRAND TOTAL	\$2,642,744	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$0	0.00	

10/7/15 9:46

im\_disummary



### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23520C
<b>Division</b>	Library Services		
<b>Core -</b>	REAL Program	<b>HB Section</b>	12.102

#### 1. CORE FINANCIAL SUMMARY

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	2,000,000	0	0	2,000,000
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

The REAL Program provides Internet access, peripheral items, training and technical support for public libraries and licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet. The Missouri Research and Educational Network (MOREnet) maintains a high-capacity, high speed telecommunications network in the State of Missouri.

#### 3. PROGRAM LISTING (list programs included in this core funding)

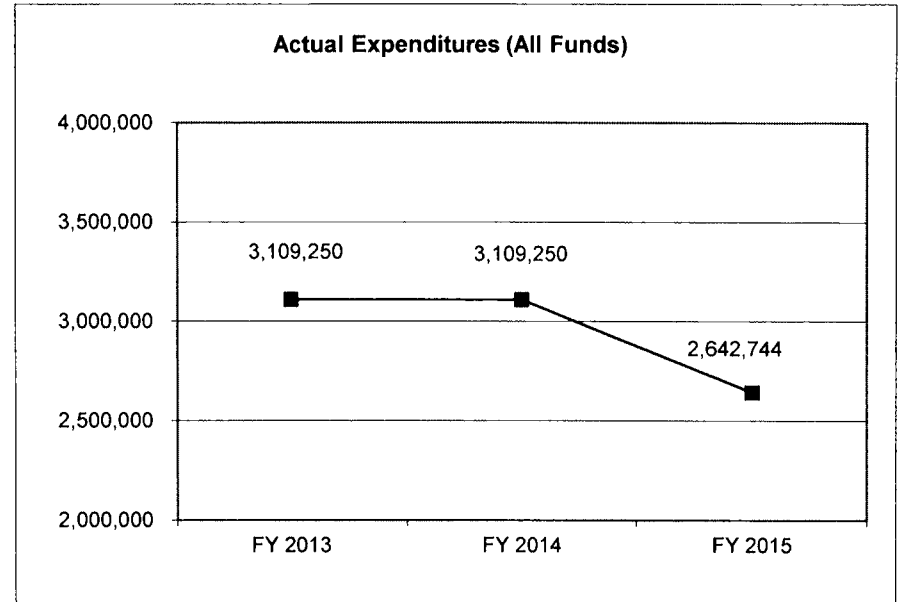
The Remote Electronic Access for Libraries (REAL) Program

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23520C
<b>Division</b>	Library Services		
<b>Core -</b>	REAL Program	<b>HB Section</b>	12.102

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	3,109,250	3,109,250	3,109,250	2,000,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	3,109,250	3,109,250	3,109,250	2,000,000
Actual Expenditures (All Funds)	3,109,250	3,109,250	2,642,744	N/A
Unexpended (All Funds)	0	0	466,506	N/A
Unexpended, by Fund:				
General Revenue	0	0	466,506	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Restricted includes any extraordinary expenditure restrictions (when applicable).

Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

### **NOTES:**

In FY15, appropriated funds were not released until April 2015. Some program activities could not be completed in time to use all appropriated funds.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
REAL

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	2,000,000	0	0	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	2,000,000	0	0	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	2,000,000	0	0	2,000,000	
	<b>Total</b>	<b>0.00</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REAL								
CORE								
PROFESSIONAL SERVICES	2,642,744	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
TOTAL - EE	2,642,744	0.00	2,000,000	0.00	2,000,000	0.00	0	0.00
GRAND TOTAL	\$2,642,744	0.00	\$2,000,000	0.00	\$2,000,000	0.00	\$0	0.00
GENERAL REVENUE	\$2,642,744	0.00	\$2,000,000	0.00	\$2,000,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** REAL Program

### 1. What does this program do?

The REAL Program provides Internet access, network security, training, technical support, and peripheral services for public libraries, as well as licensing of shared electronic reference resources available to Missouri public libraries, K-12 schools, higher education institutions and state agencies.

Public libraries serve as the sole source of high speed Internet access for many Missourians, especially in our rural communities. In order for Missourians to compete in an online environment for jobs and business revenue, they need a basic level of knowledge of computer and Internet resources. Public libraries provide urban and rural low-to-moderate income families the only widely available internet access and electronic resources used to gain the knowledge required to compete in an ever-increasingly online economy. Via their local library's high speed Internet access, patrons access government forms, apply for jobs and receive essential online training and courses. As schools continue to increase their use of electronic resources in their curricula, public libraries often provide the only means for students to complete research and online assignments outside school hours, particularly for those who have no computer or lack reliable Internet access at home.

To meet the ongoing demand for Internet access to serve their local communities, REALProgram participating libraries have increased their bandwidth by an average of 25% each year for the last three years. The American Library Association (ALA) currently recommends connections of 100 megabits per second (Mbps) for libraries serving populations of 50,000 or less and 1 gigabit per second (Gbps) for libraries serving populations larger than 50,000. Today, no REAL participating library meets the ALA recommendations.

The REAL Program appropriation includes funding for several types of database services including a general periodicals database, general practice tests including citizenship and college entrance exams, as well as resources for health, business, and other popular research topics. These services are heavily used by all types of libraries, and are also available to state agencies. Without this program, most public libraries and schools would not be able to afford access to electronic information resources. Those that are able to afford access would individually pay a considerably higher per capita cost for these resources, thus wasting scarce taxpayer dollars. For example, one such statewide product license fee was \$644,283 in FY15. If every K-12 school, public library, and higher education institution acquired its own individual license, the total cost to taxpayers would have exceeded an estimated \$10 million.

The Missouri Research and Education Network (MOREnet) offers essential technical services and maintains a high-capacity, high -speed statewide telecommunications network in the State of Missouri. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Mo. Constitution, Article IX, Section 10

RSMo Ch. 181

### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

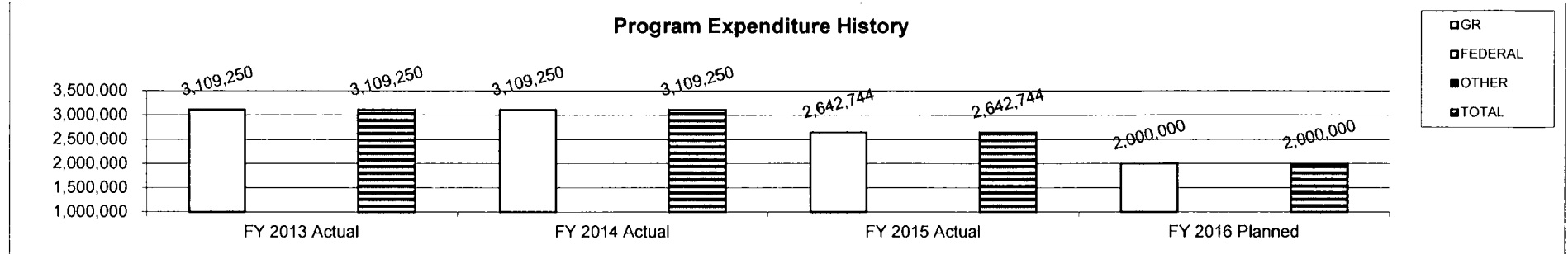
## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** REAL Program

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

### Electronic Resource Usage

The electronic resources provided by the REAL Program provide important reference information to residents throughout the state. Not only are these services heavily used by public libraries and the people they serve, these resources are essential to K-12 and higher education libraries and classrooms and the students they serve. Without these shared resources, most public libraries and schools will not be able to afford access to electronic information resources, and the few able to afford to pay for individual access would pay more in total.

### Electronic Resources Usage

	FY 2012	FY 2013	FY 2014 <sup>1</sup>	FY 2015	Proj FY 2016	Proj FY 2017
General Periodical/K-12 Reference Searches	42,526,497	69,396,105	85,192,526	80,189,697	80,189,697	80,189,697

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

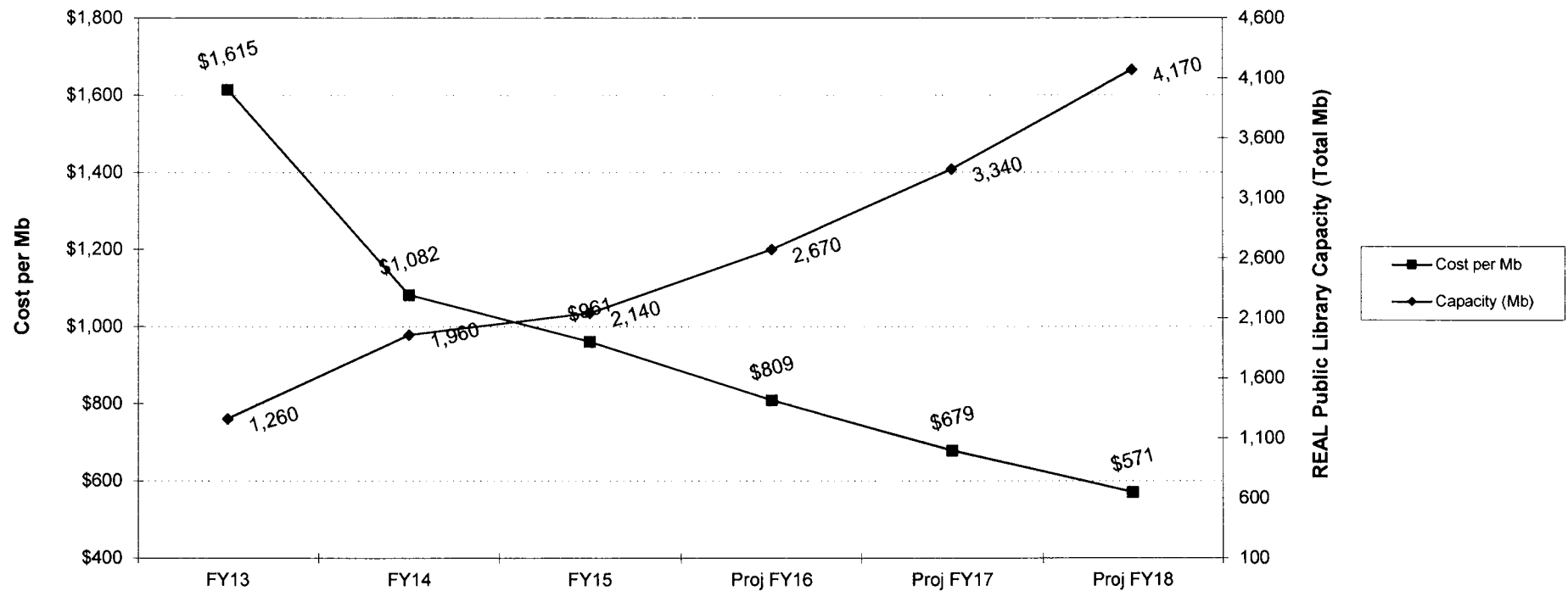
**Program is found in the following core budget(s):** REAL Program

### 7b. Provide an efficiency measure.

#### Demand Growth and Cost Efficiency: Capacity and Cost per Megabit (Mbps)

The demand for Internet connectivity at public libraries continues to grow. Additional workstations and greater use of electronic resources and communications by library patrons and staff continue to push demands for capacity higher.

By leveraging collective purchasing power, per Mb costs are lower than if each library district were to negotiate individually. In addition, the continual pursuit of additional connectivity savings has allowed REAL to meet the continuing demand for additional capacity with existing resources.



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** REAL Program

**7c. Provide the number of clients/individuals served, if applicable.**

	FY 2012	FY 2013 <sup>1</sup>	FY 2014 <sup>2</sup>	FY 2015 <sup>3</sup>	Projected FY 2016	Projected FY 2017
Number of libraries participating	134	135	132	120	123	127
Total eligible	146	147	146	146	146	146
Percent of eligible library districts	91.8%	91.8%	90.4%	82.2%	84.2%	86.8%

<sup>1</sup> In FY13, Bonne Terre Memorial Library cancelled membership; Caldwell County and Rolla Public libraries joined as new members.

<sup>2</sup> In FY14, McDonald County cancelled all services. Fisk Community Library was no longer eligible for the REAL Program and Jackson Public Library merged with a regional system.

<sup>3</sup> In FY15, due to the REAL Program funding withhold, a total of 12 library systems cancelled services and withdrew from the REAL Program.

**7d. Provide a customer satisfaction measure, if available.**

All participants contacting our support team for assistance receive an electronic satisfaction survey following the resolution of their issue(s). This survey asks the participant to rate performance in five areas: Staff Knowledge, Effectiveness of Solution, Timeliness of Resolution, Staff Communication, and Courteous Service. Since FY14, 98% of stated they are satisfied with the service received from the help desk.



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>FEDERAL AID FOR PUBLIC LIBRAR</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
SEC OF STATE-FEDERAL FUNDS	577,950	0.00	831,508	0.00	831,508	0.00	0	0.00	
TOTAL - EE	577,950	0.00	831,508	0.00	831,508	0.00	0	0.00	
PROGRAM-SPECIFIC									
SEC OF STATE-FEDERAL FUNDS	2,079,552	0.00	3,293,492	0.00	3,293,492	0.00	0	0.00	
TOTAL - PD	2,079,552	0.00	3,293,492	0.00	3,293,492	0.00	0	0.00	
<b>TOTAL</b>	<b>2,657,502</b>	<b>0.00</b>	<b>4,125,000</b>	<b>0.00</b>	<b>4,125,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$2,657,502</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23722C
<b>Division</b>	Library Services		
<b>Core -</b>	Federal Aid to Public Libraries	<b>HB Section</b>	12.105

#### 1. CORE FINANCIAL SUMMARY

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	831,508	0	831,508
PSD	0	3,293,492	0	3,293,492
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>

FTE                                      0.00                      0.00                      0.00                      0.00

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FTE                                      0.00                      0.00                      0.00                      0.00

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages. Libraries have identified needs to make increased use of technology and train staff and library users in its effective use. This implements the Missouri State Library's long-range plan to use federal funds to develop stronger library services.

#### 3. PROGRAM LISTING (list programs included in this core funding)

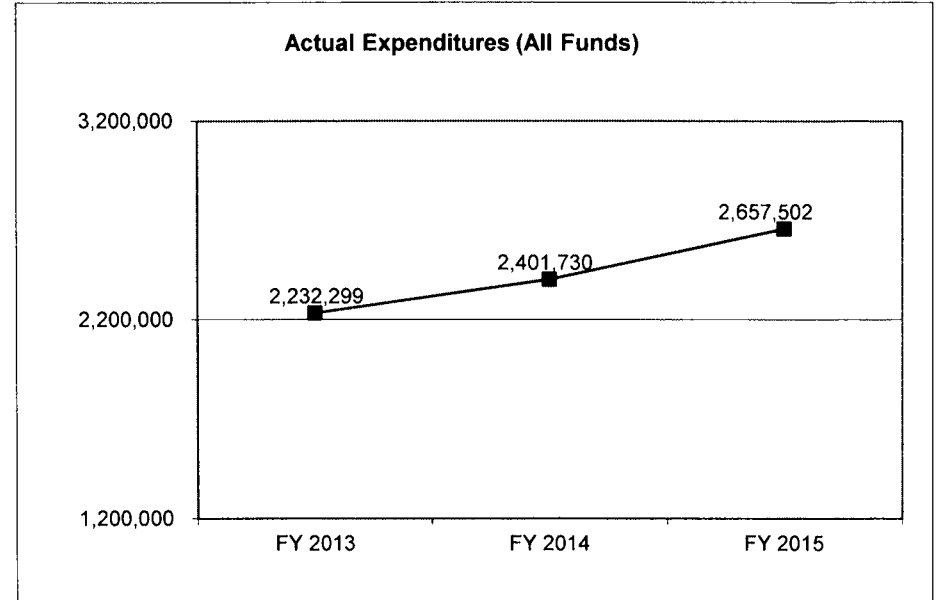
Federal Aid for Public Libraries

**CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23722C
<b>Division</b>	Library Services		
<b>Core -</b>	Federal Aid to Public Libraries	<b>HB Section</b>	12.105

**4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	2,750,000	4,125,000	4,125,000	4,125,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,750,000	4,125,000	4,125,000	N/A
Actual Expenditures (All Funds)	2,232,299	2,401,730	2,657,502	N/A
Unexpended (All Funds)	517,701	1,723,270	1,467,498	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	517,701	1,723,270	1,467,498	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

**NOTES:**

LSTA funds may be spent over a two year period. Sufficient appropriation authority is needed to allow for fund management during periods when funds are encumbered from two grant allocations.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
FEDERAL AID FOR PUBLIC LIBRAR

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	831,508	0	831,508	
	PD	0.00	0	3,293,492	0	3,293,492	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,125,000</b>	<b>0</b>	<b>4,125,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FEDERAL AID FOR PUBLIC LIBRAR</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	9,296	0.00	12,000	0.00	12,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	0	0.00
SUPPLIES	6,641	0.00	38,000	0.00	38,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	45,000	0.00	45,000	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	0	0.00
PROFESSIONAL SERVICES	496,470	0.00	724,299	0.00	724,299	0.00	0	0.00
M&R SERVICES	59,233	0.00	1	0.00	1	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,201	0.00	1,201	0.00	0	0.00
MISCELLANEOUS EXPENSES	6,310	0.00	10,000	0.00	10,000	0.00	0	0.00
<b>TOTAL - EE</b>	<b>577,950</b>	<b>0.00</b>	<b>831,508</b>	<b>0.00</b>	<b>831,508</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	2,079,552	0.00	3,293,491	0.00	3,293,491	0.00	0	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	0	0.00
<b>TOTAL - PD</b>	<b>2,079,552</b>	<b>0.00</b>	<b>3,293,492</b>	<b>0.00</b>	<b>3,293,492</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,657,502</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$2,657,502</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>	<b>\$4,125,000</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** Federal Aid for Public Libraries

**1. What does this program do?**

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages, including targeted populations. The Missouri State Library is the State Library Administrative Agency for LSTA funds awarded annually to Missouri. Based on needs identified by Missouri libraries and a formal evaluation of the 2008-2012 State Five Year Plan, approved by the Institute for Museum and Library Services (IMLS), the federal agency which administers the LSTA funds, the Missouri State Library developed a Five Year Plan for 2013-2017. As required, the Plan was approved by the Institute for Museum and Library Services .

To implement the 2013-2017 Five Year Plan, the Missouri State Library developed programs to :

1. Build and sustain information resources
2. Target library and information services
3. Strengthen the library workforce

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Library Services and Technology Act; Public Law 104-208 as amended.

**3. Are there federal matching requirements? If yes, please explain.**

Yes, states must provide a 34% match in general revenue funding. States are also required to maintain their level of effort of expenditures for libraries purposes, as calculated over a 3-year average.

**4. Is this a federally mandated program? If yes, please explain.**

All states receive funds under The Museum and Library Services Act of 2003. Funds are calculated by formula under the law and reserved to the states.

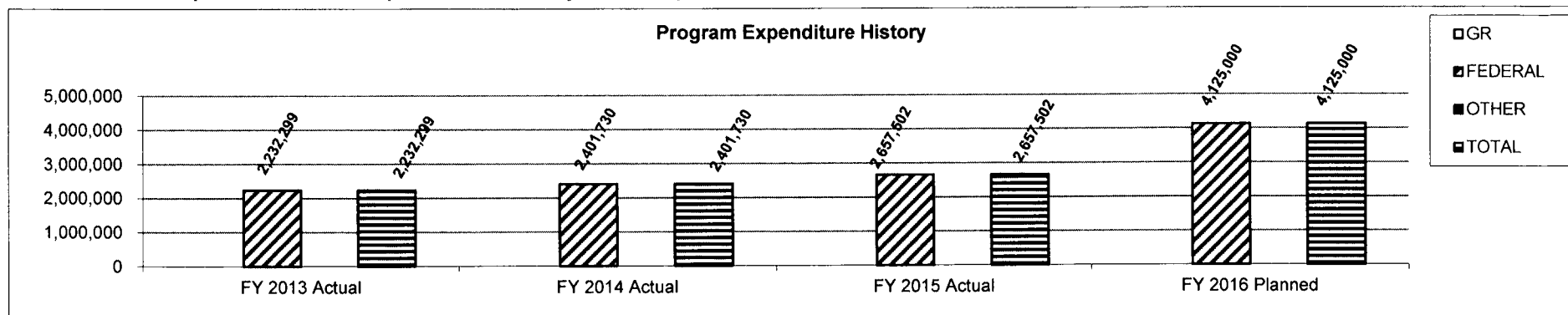
## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Services

**Program is found in the following core budget(s):** Federal Aid for Public Libraries

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

All grant applications require detailed evaluation plans. For state FY15, 207 of 211 grant applications were awarded LSTA funding. This indicates most libraries submitting applications were able to follow grant guidelines and propose projects that met requirements for appropriate use of funds in their communities. Grantees are required to report impact of their individual projects, and describe how services are improved through acquisition of up-to-date technology, or programs to reach populations with difficulty using libraries due to transportation or other barriers. The LSTA 2008-2012 plan evaluation showed 72% of public libraries consider LSTA-funded opportunities as Very Important or Critical in being able to serve clients well.

**7b. Provide an efficiency measure.**

New project managers and others needing to be updated on grant guidelines participated in training sessions to increase their understanding of requirements for grant management. Libraries participating in training exhibit better compliance with reporting deadlines and providing information needed to document grant activity. Survey results from the LSTA FY2008-2012 evaluation show that staff feel well supported in the application process, with 84% rating the guidance provided as very good or excellent.

## PROGRAM DESCRIPTION

**Department: Secretary of State**

**Program Name: Library Services**

**Program is found in the following core budget(s): Federal Aid for Public Libraries**

**7c. Provide the number of clients/individuals served, if applicable.**

Number and grant award amounts of local library

	<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>
Local Library Project Grants	205	156	207
Amount Awarded	\$1,234,504	\$1,619,121	\$1,622,622

In FY2014, the Missouri State Library launched an early literacy initiative to train library staffs in improving and expanding early literacy services to help Missouri's children be ready to read and to learn when they start school.

	<b>FY2014</b>	<b>FY2015</b>
Participating public libraries	47	99
Library Service Population	4,389,240	4,893,461

**7d. Provide a customer satisfaction measure, if available.**

Library staff give consistently high ratings to training provided, whether in person or online.

Surveys results from the LSTA FY2008-2012 evaluation show that CE training events are perceived by most participants as being an effective tool for increasing understanding of new library practices and procedures. Furthermore, most participants report sharing information with other staff and applying what they have learned to programming and services.

	<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>
Training sessions**	433	325	440
Attendance	2,939	1,869	2,449

\*\*Please note during FY13, the State Library provided access to an online continuing education service that was discontinued in FY14. A new online service started in January 2015.



# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>LIBRARY NETWORKING FUND</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
LIBRARY NETWORKING FUND	2,928	0.00	25,001	0.00	25,001	0.00	0	0.00	
TOTAL - EE	2,928	0.00	25,001	0.00	25,001	0.00	0	0.00	
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	790,923	0.00	874,999	0.00	874,999	0.00	0	0.00	
TOTAL - PD	790,923	0.00	874,999	0.00	874,999	0.00	0	0.00	
<b>TOTAL</b>	<b>793,851</b>	<b>0.00</b>	<b>900,000</b>	<b>0.00</b>	<b>900,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>10% A &amp; E - 1231003</b>									
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	0	0.00	0	0.00	3,405,000	0.00	0	0.00	
TOTAL - PD	0	0.00	0	0.00	3,405,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>3,405,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$793,851</b>	<b>0.00</b>	<b>\$900,000</b>	<b>0.00</b>	<b>\$4,305,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary

### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23727C
<b>Division</b>	Library Services	<b>HB Section</b>	12.110
<b>Core -</b>	Library Networking Fund		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001
PSD	0	0	874,999	874,999
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>900,000</b>	<b>900,000</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FTE	0.00	0.00	0.00	0.00
-----	------	------	------	------

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:     Library Networking Fund (0822)

Other Funds:

**2. CORE DESCRIPTION**

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

**3. PROGRAM LISTING (list programs included in this core funding)**

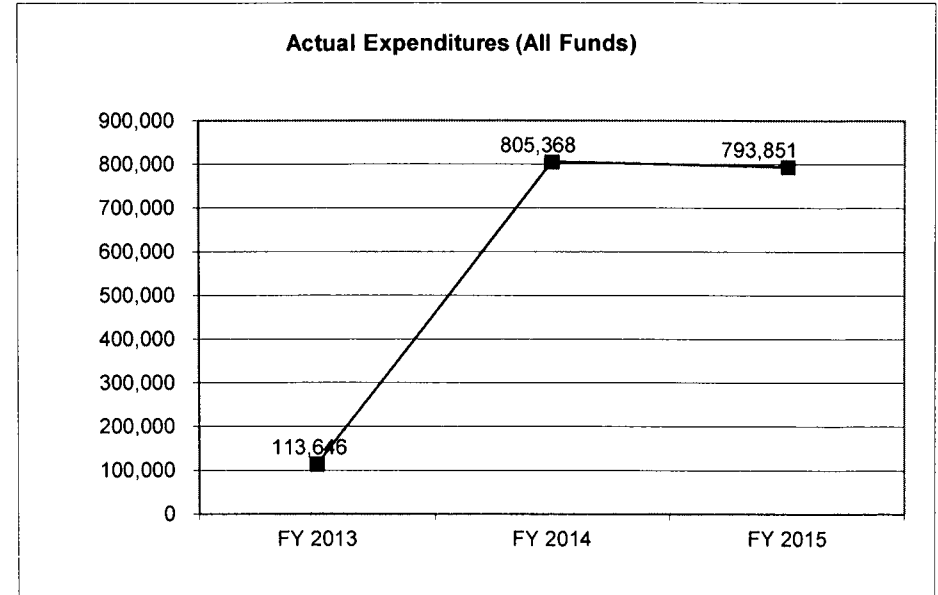
Library Networking Fund

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23727C
<b>Division</b>	Library Services		
<b>Core -</b>	Library Networking Fund	<b>HB Section</b>	12.110

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	1,600,000	2,300,000	900,000	900,000
Less Reverted (All Funds)	0	0	0	N/A
Less Restricted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,600,000	2,300,000	900,000	N/A
Actual Expenditures (All Funds)	113,646	805,368	793,851	N/A
Unexpended (All Funds)	1,486,354	1,494,632	106,149	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,486,354	1,494,632	106,149	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

## **NOTES:**

New Decision Item Requests are completed each fiscal year for 10% of estimated A & E tax collections, for both the Library Networking Fund and the Transfer into the Library Networking Fund. Payments are made to assist public libraries to the extent of the appropriated amount and accrued interest.

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
LIBRARY NETWORKING FUND

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	874,999	874,999	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>900,000</b>	<b>900,000</b>	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	874,999	874,999	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>900,000</b>	<b>900,000</b>	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	874,999	874,999	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>900,000</b>	<b>900,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>LIBRARY NETWORKING FUND</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	0	0.00	1,500	0.00	1,500	0.00	0	0.00
TRAVEL, OUT-OF-STATE	967	0.00	1,500	0.00	1,500	0.00	0	0.00
SUPPLIES	0	0.00	1,501	0.00	1,501	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	1,500	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
M&R SERVICES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
MOTORIZED EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	0	0.00
OTHER EQUIPMENT	1,961	0.00	1,500	0.00	1,500	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1,500	0.00	1,500	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,500	0.00	5,500	0.00	0	0.00
<b>TOTAL - EE</b>	<b>2,928</b>	<b>0.00</b>	<b>25,001</b>	<b>0.00</b>	<b>25,001</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	790,923	0.00	874,999	0.00	874,999	0.00	0	0.00
<b>TOTAL - PD</b>	<b>790,923</b>	<b>0.00</b>	<b>874,999</b>	<b>0.00</b>	<b>874,999</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$793,851</b>	<b>0.00</b>	<b>\$900,000</b>	<b>0.00</b>	<b>\$900,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$793,851</b>	<b>0.00</b>	<b>\$900,000</b>	<b>0.00</b>	<b>\$900,000</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department:** Secretary of State, Library Services

**Program Name:** Library Networking Fund

**Program is found in the following core budget(s):** Library Networking Fund

### 1. What does this program do?

This program provides funds to Missouri public libraries for books in any format, audio, video, and other information materials to meet citizens' needs for learning and authoritative information. In fields where information changes rapidly, such as health, sciences, business, and consumer information, new items must be purchased regularly to avoid incorrect and sometimes harmful information. Families need interesting, well-written, attractive materials to develop children's interest in reading and learning, whether or not they can afford to purchase them. Reading aloud to young children has been found to be a major factor in school readiness and later reading achievement. Students and adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information is accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens. In accordance with 143.183 RSMo, ten percent of the annual estimate of taxes generated from the nonresident entertainer and professional athlete income tax is to be allocated and transferred to the Library Networking Fund for distribution to public libraries. In addition, gifts, contributions, grants and bequests from federal, private, or other sources may also be deposited to the Library Networking Fund and used according to the purpose of the gift or grant. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library)

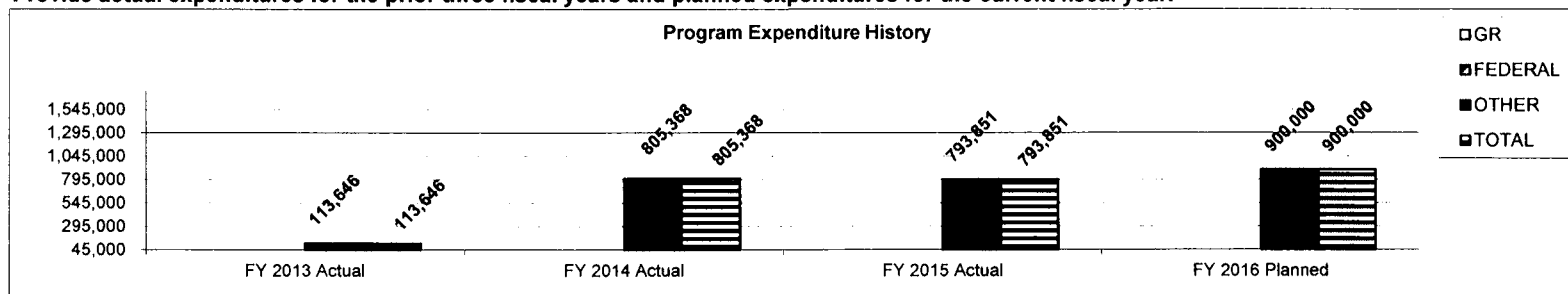
### 3. Are there federal matching requirements? If yes, please explain.

No

### 4. Is this a federally mandated program? If yes, please explain.

No

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION												
<b>Department: Secretary of State, Library Services</b>												
<b>Program Name: Library Networking Fund</b>												
<b>Program is found in the following core budget(s): Library Networking Fund</b>												
<p><b>6. What are the sources of the "Other " funds?</b></p> <p style="margin-left: 40px;">Library Networking Fund</p>												
<p><b>7a. Provide an effectiveness measure.</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="width: 35%;"> <p>Total materials circulated, per statistical report</p> <p>Materials circulated per person</p> </div> <div style="width: 60%;"> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">2012 (FY13)</th> <th style="padding: 5px;">2013 (FY14)</th> <th style="padding: 5px;">2014 (FY15)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">54,366,156</td> <td style="padding: 5px;">56,141,122</td> <td style="padding: 5px;">55,722,391</td> </tr> <tr> <td style="padding: 5px;">9.974</td> <td style="padding: 5px;">10.260</td> <td style="padding: 5px;">10.180</td> </tr> </tbody> </table> </div> </div>				2012 (FY13)	2013 (FY14)	2014 (FY15)	54,366,156	56,141,122	55,722,391	9.974	10.260	10.180
2012 (FY13)	2013 (FY14)	2014 (FY15)										
54,366,156	56,141,122	55,722,391										
9.974	10.260	10.180										
<p><b>7b. Provide an efficiency measure.</b></p> <p style="margin-left: 40px;">Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="width: 35%;"> <p><b><u>Summer Reading Club:</u></b></p> <p>Youth summer reading club participants</p> <p>Teen summer reading club participants</p> </div> <div style="width: 60%;"> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">2013</th> <th style="padding: 5px;">2014</th> <th style="padding: 5px;">2015*</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">187,538</td> <td style="padding: 5px;">213,216</td> <td style="padding: 5px;">156,536</td> </tr> <tr> <td style="padding: 5px;">32,767</td> <td style="padding: 5px;">61,483</td> <td style="padding: 5px;">29,492</td> </tr> </tbody> </table> </div> </div> <div style="margin-top: 20px; width: 30%; font-size: small;"> <p>*Note a large library system changed its traditional summer reading program to an online version which greatly impacted the participant count.</p> </div>				2013	2014	2015*	187,538	213,216	156,536	32,767	61,483	29,492
2013	2014	2015*										
187,538	213,216	156,536										
32,767	61,483	29,492										
<p><b>7c. Provide the number of clients/individuals served, if applicable.</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="width: 35%;"> <p>Eligible library districts, per FY</p> <p>Population of library districts</p> </div> <div style="width: 60%;"> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">2012 (FY13)</th> <th style="padding: 5px;">2013 (FY14)</th> <th style="padding: 5px;">2014 (FY15)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">164</td> <td style="padding: 5px;">165</td> <td style="padding: 5px;">166</td> </tr> <tr> <td style="padding: 5px;">5,450,526</td> <td style="padding: 5px;">5,470,525</td> <td style="padding: 5px;">5,476,144</td> </tr> </tbody> </table> </div> </div>				2012 (FY13)	2013 (FY14)	2014 (FY15)	164	165	166	5,450,526	5,470,525	5,476,144
2012 (FY13)	2013 (FY14)	2014 (FY15)										
164	165	166										
5,450,526	5,470,525	5,476,144										
<p><b>7d. Provide a customer satisfaction measure, if available.</b></p> <p style="margin-left: 40px;">Individual libraries survey their users on satisfaction with services provided.</p>												

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>LIBRARY NETWORKING-TRANSFER</b>									
<b>CORE</b>									
FUND TRANSFERS									
GENERAL REVENUE	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00	
TOTAL - TRF	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00	
<b>TOTAL</b>	<b>776,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	<b>800,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>Transfer 10% A &amp; E to 0822 - 1231004</b>									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	0	0.00	3,405,000	0.00	0	0.00	
TOTAL - TRF	0	0.00	0	0.00	3,405,000	0.00	0	0.00	
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>3,405,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$776,000</b>	<b>0.00</b>	<b>\$800,000</b>	<b>0.00</b>	<b>\$4,205,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

9/21/15 15:35

im\_disummary



### CORE DECISION ITEM

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23727C
<b>Division</b>	Library Services	<b>HB Section</b>	12.115
<b>Core -</b>	Library Networking Fund Transfer		

**1. CORE FINANCIAL SUMMARY**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	800,000	0	0	800,000
<b>Total</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>800,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

Other Funds:

**2. CORE DESCRIPTION**

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers shall be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

**3. PROGRAM LISTING (list programs included in this core funding)**

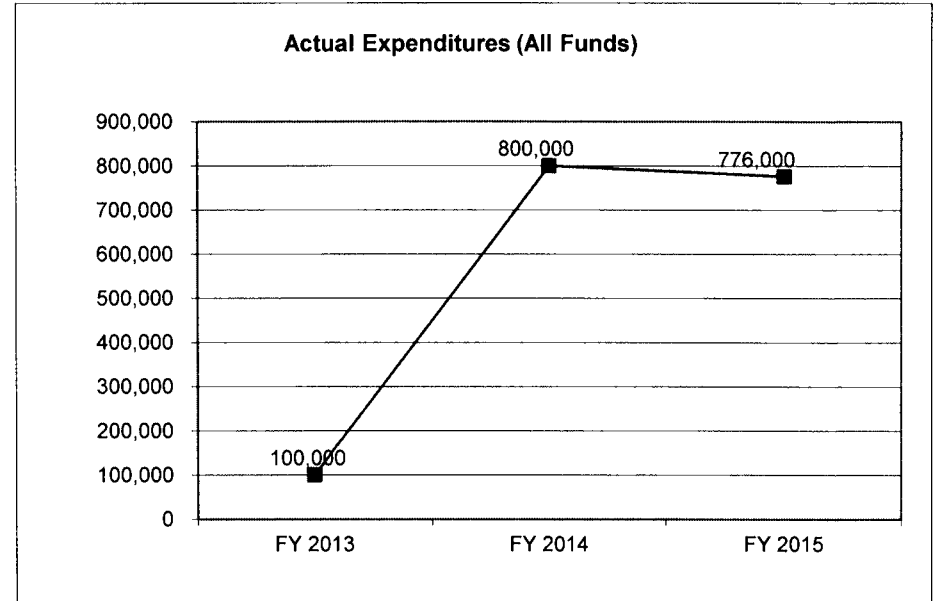
Library Networking Fund

# **CORE DECISION ITEM**

<b>Department</b>	Secretary of State	<b>Budget Unit</b>	23727C
<b>Division</b>	Library Services		
<b>Core -</b>	Library Networking Fund Transfer	<b>HB Section</b>	12.115

## **4. FINANCIAL HISTORY**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Current Yr.</b>
Appropriation (All Funds)	100,000	800,000	800,000	800,000
Less Reverted (All Funds)	0	0	(24,000)	N/A
Less Restricted (All Funds)	0		0	N/A
Budget Authority (All Funds)	100,000	800,000	776,000	N/A
Actual Expenditures (All Funds)	100,000	800,000	776,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

## **NOTES:**

New Decision requests, for 10% of estimated A & E tax collections, were not funded in FY11 and FY12. An NDI for \$3,141,000 was requested in FY13. \$100,000 was appropriated and used to aid public libraries. An NDI for \$3,239,000 was requested in FY14. \$800,000 was appropriated and used to aid public libraries. An NDI for \$3,070,000 was requested in FY15. \$800,000 was appropriated, and \$776,000 distributed to public libraries (\$24,000 held as 3 percent reserve).

# CORE RECONCILIATION DETAIL

SECRETARY OF STATE  
LIBRARY NETWORKING-TRANSFER

## 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	TRF	0.00	800,000	0	0	800,000	
	<b>Total</b>	<b>0.00</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	TRF	0.00	800,000	0	0	800,000	
	<b>Total</b>	<b>0.00</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	TRF	0.00	800,000	0	0	800,000	
	<b>Total</b>	<b>0.00</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>800,000</b>	

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LIBRARY NETWORKING-TRANSFER								
CORE								
TRANSFERS OUT	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00
TOTAL - TRF	776,000	0.00	800,000	0.00	800,000	0.00	0	0.00
GRAND TOTAL	\$776,000	0.00	\$800,000	0.00	\$800,000	0.00	\$0	0.00
GENERAL REVENUE	\$776,000	0.00	\$800,000	0.00	\$800,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Networking Fund Transfer

**Program is found in the following core budget(s):** Library Networking Fund Transfer

**1. What does this program do?**

State statute (143.183 RSMo) requires the transfer of ten percent of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials, adding to the funding used to meet Missourians' need for accurate and reliable information from libraries. In addition to this transfer, monies received from gifts, contributions, grants or bequests from federal, private or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library)

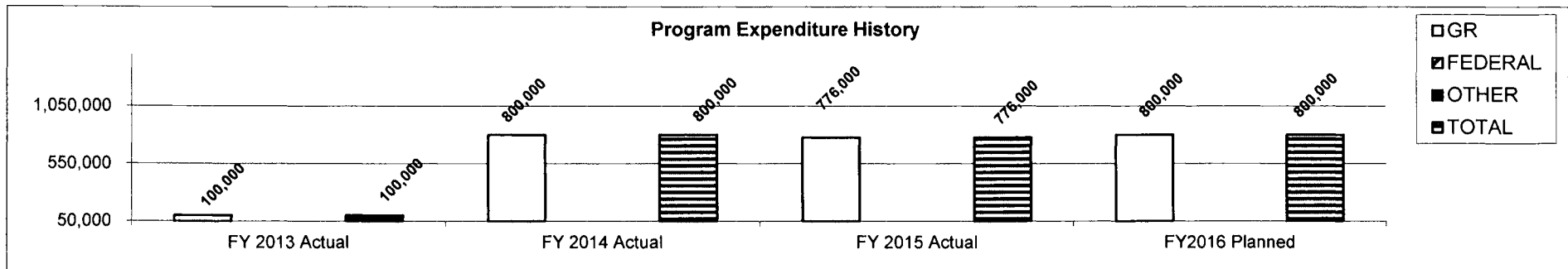
**3. Are there federal matching requirements? If yes, please explain.**

No

**4. Is this a federally mandated program? If yes, please explain.**

No

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



## PROGRAM DESCRIPTION

**Department:** Secretary of State

**Program Name:** Library Networking Fund Transfer

**Program is found in the following core budget(s):** Library Networking Fund Transfer

**6. What are the sources of the "Other " funds?**

**7a. Provide an effectiveness measure.**

	2012 (FY13)	2013 (FY14)	2014 (FY15)
Total materials circulated, per statistical report	54,366,156	56,141,122	55,722,391
Materials circulated per person	9.974	10.260	10.180

**7b. Provide an efficiency measure.**

Research studies show that children and teens who read over the summer months suffer less learning loss. These funds allow libraries to boost the availability of appealing reading materials for youth.

**Summer Reading Club:**

	2013	2014	2015*
Youth summer reading club participants	187,538	213,216	156,536
Teen summer reading club participants	32,767	61,483	29,492

\*Note a large library system changed its traditional summer reading program to an online version which greatly impacted the participant count.

**7c. Provide the number of clients/individuals served, if applicable.**

	2012	2013	2014
Eligible library districts	165	165	166
Population	5,450,526	5,470,525	5,476,144

**7d. Provide a customer satisfaction measure, if available.**

## NEW DECISION ITEM

RANK: 3 OF 4

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> <u>3520</u>
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Increase <b>DI#</b> 123003	<b>HB Section</b> <u>12.110</u>

**1. AMOUNT OF REQUEST**

	FY 2017 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	3,405,000	3,405,000
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3,405,000</b>	<b>3,405,000</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking

	FY 2017 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
--------------------	---	---	---	---

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restoration of Statutory Program	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials. These materials support children learning to read as well as adults taking classes and learning new skills.

In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

NEW DECISION ITEM  
RANK: 3 OF 4

Department: <u>Missouri State Library</u> Division: <u>Library Development</u> DI Name: <u>Library Networking Fund Increase</u> DI# <u>123003</u>	Budget Unit <u>3520</u>  HB Section <u>12.110</u>								
<b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b>									
Each year the Dept. of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is based on the FY16 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers as reported by the Office of Administration.									
<b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b>									
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					3,405,000		3,405,000		
Total PSD	0		0		3,405,000		3,405,000		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	3,405,000	0.0	3,405,000	0.0	0



**NEW DECISION ITEM**  
**RANK: 3 OF 4**

<b>Department: Missouri State Library</b>				<b>Budget Unit 3520</b>					
<b>Division: Library Development</b>				<b>HB Section 12.110</b>					
<b>DI Name: Library Networking Fund Increase</b>				<b>DI# 123003</b>					
<b>Budget Object Class/Job Class</b>	<b>Gov Rec GR DOLLARS</b>	<b>Gov Rec GR FTE</b>	<b>Gov Rec FED DOLLARS</b>	<b>Gov Rec FED FTE</b>	<b>Gov Rec OTHER DOLLARS</b>	<b>Gov Rec OTHER FTE</b>	<b>Gov Rec TOTAL DOLLARS</b>	<b>Gov Rec TOTAL FTE</b>	<b>Gov Rec One-Time DOLLARS</b>
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
							0		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Program Distributions BOBC 800					0		0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers									
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK:** 3 **OF** 4

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 3520
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Increase <b>DI#</b> 123003	<b>HB Section</b> 12.110

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2015, 156,536 youth and 29,492 teens participated in summer reading programs through their public libraries.

**6b. Provide an efficiency measure.**

	2012	2013	2014
<b>Missouri Library Cardholders</b>	3,321,114	3,293,338	3,289,275
<b>Materials Borrowed from Libraries</b>	54,366,156	56,141,122	55,722,391

**6c. Provide the number of clients/individuals served, if applicable.**

5,476,144 residents of Missouri's 166 library districts.

**6d. Provide a customer satisfaction measure, if available.**

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LIBRARY NETWORKING FUND								
10% A & E - 1231003								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	3,405,000	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	3,405,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,405,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$3,405,000	0.00		0.00

**NEW DECISION ITEM**  
**RANK: 4 OF 4**

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 23728C
<b>Division:</b> Library Development	
<b>DI Name:</b> Library Networking Fund Transfer Increase <b>DI#:</b> 1231004	<b>HB Section</b> 12.115

**1. AMOUNT OF REQUEST**

FY 2017 Budget Request					FY 2017 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	3,405,000	0	0	3,405,000	TRF	0	0	0	0
<b>Total</b>	<b>3,405,000</b>	<b>0</b>	<b>0</b>	<b>3,405,000</b>	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Est. Fringe</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:     Library Networking					Other Funds:				

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restoration of Statutory Program	

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizen needs for accurate and reliable information. In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

The increase requested is due to the increase in FY17 estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

**NEW DECISION ITEM**  
**RANK: 4 OF 4**

<b>Department:</b> Missouri State Library	<b>Budget Unit</b> 23728C																																																																																																																								
<b>Division:</b> Library Development																																																																																																																									
<b>DI Name:</b> Library Networking Fund Transfer Increase <b>DI#:</b> 1231004	<b>HB Section</b> 12.115																																																																																																																								
<p><b>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</b></p> <p>Each year the Dept. of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is due to estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.</p>																																																																																																																									
<p><b>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Object Class/Job Class</th> <th style="text-align: center;">Dept Req GR DOLLARS</th> <th style="text-align: center;">Dept Req GR FTE</th> <th style="text-align: center;">Dept Req FED DOLLARS</th> <th style="text-align: center;">Dept Req FED FTE</th> <th style="text-align: center;">Dept Req OTHER DOLLARS</th> <th style="text-align: center;">Dept Req OTHER FTE</th> <th style="text-align: center;">Dept Req TOTAL DOLLARS</th> <th style="text-align: center;">Dept Req TOTAL FTE</th> <th style="text-align: center;">Dept Req One-Time DOLLARS</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td><b>Total PS</b></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td><b>Total EE</b></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Program Distributions BOBC 800</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td></td> </tr> <tr> <td><b>Total PSD</b></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Transfers</td> <td style="text-align: right;">3,405,000</td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">3,405,000</td> <td></td> <td></td> </tr> <tr> <td><b>Total TRF</b></td> <td style="text-align: right;">3,405,000</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">3,405,000</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td><b>Grand Total</b></td> <td style="text-align: right;">3,405,000</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">3,405,000</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> </tr> </tbody> </table>		Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS								0	0.0									0	0.0		<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0								0										0			<b>Total EE</b>	0		0		0		0		0	Program Distributions BOBC 800					0		0			<b>Total PSD</b>	0		0		0		0		0	Transfers	3,405,000				0		3,405,000			<b>Total TRF</b>	3,405,000		0		0		3,405,000		0	<b>Grand Total</b>	3,405,000	0.0	0	0.0	0	0.0	3,405,000	0.0	0
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS																																																																																																																
							0	0.0																																																																																																																	
							0	0.0																																																																																																																	
<b>Total PS</b>	0	0.0	0	0.0	0	0.0	0	0.0	0																																																																																																																
							0																																																																																																																		
							0																																																																																																																		
<b>Total EE</b>	0		0		0		0		0																																																																																																																
Program Distributions BOBC 800					0		0																																																																																																																		
<b>Total PSD</b>	0		0		0		0		0																																																																																																																
Transfers	3,405,000				0		3,405,000																																																																																																																		
<b>Total TRF</b>	3,405,000		0		0		3,405,000		0																																																																																																																
<b>Grand Total</b>	3,405,000	0.0	0	0.0	0	0.0	3,405,000	0.0	0																																																																																																																

**NEW DECISION ITEM**  
**RANK: 4 OF 4**

<b>Department: Missouri State Library</b>				<b>Budget Unit</b> <u>23728C</u>					
<b>Division: Library Development</b>				<b>HB Section</b> <u>12.115</u>					
<b>DI Name: Library Networking Fund Transfer Increase</b>				<b>DI#: 1231004</b>					
<b>Budget Object Class/Job Class</b>	<b>Gov Rec GR DOLLARS</b>	<b>Gov Rec GR FTE</b>	<b>Gov Rec FED DOLLARS</b>	<b>Gov Rec FED FTE</b>	<b>Gov Rec OTHER DOLLARS</b>	<b>Gov Rec OTHER FTE</b>	<b>Gov Rec TOTAL DOLLARS</b>	<b>Gov Rec TOTAL FTE</b>	<b>Gov Rec One-Time DOLLARS</b>
							0	0.0	
							0	0.0	
<b>Total PS</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>
							0		
							0		
							0		
<b>Total EE</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
					0		0		
<b>Total PSD</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
Transfers	<u>0</u>						0		
<b>Total TRF</b>	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>
<b>Grand Total</b>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>	<u>0.0</u>	<u>0</u>

**NEW DECISION ITEM**  
**RANK: 4 OF 4**

<b>Department:</b> <u>Missouri State Library</u>	<b>Budget Unit</b> <u>23728C</u>
<b>Division:</b> <u>Library Development</u>	
<b>DI Name:</b> <u>Library Networking Fund Transfer Increase</u> <b>DI#:</b> <u>1231004</u>	<b>HB Section</b> <u>12.115</u>

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

<p><b>6a. Provide an effectiveness measure.</b></p> <p>Summer reading has been proven to decrease loss of reading skills by children during the summer break. In 2015, 156,536 youth and 29,492 teens participated in summer reading programs through their public libraries.</p>	<p><b>6b. Provide an efficiency measure.</b></p> <table style="width: 100%; text-align: right;"> <thead> <tr> <th></th> <th>2012</th> <th>2013</th> <th>2014</th> </tr> </thead> <tbody> <tr> <td><b>Missouri Library Cardholders</b></td> <td>3,321,114</td> <td>3,293,338</td> <td>3,289,275</td> </tr> <tr> <td><b>Materials Borrowed from Libraries</b></td> <td>54,366,156</td> <td>56,141,122</td> <td>55,722,391</td> </tr> </tbody> </table>		2012	2013	2014	<b>Missouri Library Cardholders</b>	3,321,114	3,293,338	3,289,275	<b>Materials Borrowed from Libraries</b>	54,366,156	56,141,122	55,722,391
	2012	2013	2014										
<b>Missouri Library Cardholders</b>	3,321,114	3,293,338	3,289,275										
<b>Materials Borrowed from Libraries</b>	54,366,156	56,141,122	55,722,391										
<p><b>6c. Provide the number of clients/individuals served, if applicable.</b></p> <p>5,476,144 residents in Missouri's 166 library districts.</p>	<p><b>6d. Provide a customer satisfaction measure, if available.</b></p>												

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

Materials expenditures and usage of library collections are tracked and will be used in comparison with historical data to gauge effectiveness. Participation in youth summer reading programs is promoted, and participation is tracked statewide.

# DECISION ITEM DETAIL

Budget Unit	FY 2015	FY 2015	FY 2016	FY 2016	FY 2017	FY 2017	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
LIBRARY NETWORKING-TRANSFER								
Transfer 10% A & E to 0822 - 1231004								
TRANSFERS OUT	0	0.00	0	0.00	3,405,000	0.00	0	0.00
TOTAL - TRF	0	0.00	0	0.00	3,405,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,405,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$3,405,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00